



AGENDA

Monday January 22, 2024, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2nd Floor, 2122 – 18 Street

REGULAR COUNCIL MEETING

1. CALL TO ORDER & ADOPTION OF AGENDA:

- 1.1 Call to Order
- 1.2 Adoption of Agenda

2. PRESENTATIONS:

- 2.1 Public Hearing re: Bylaw # 1380/23 (Municipal Development Plan Amendment)
 - Bylaw 1380/23 Amending MDP Bylaw 1306/18 1st Reading - E
 - Bylaw 1380 Schedule A – E
 - Bylaw 1380 Map 1 - E
 - Notice of Public Hearing - E

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

- 3.1.1 Status Report – E
- 3.1.2 Monthly Report - E

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports – December 2023 - E

3.3 DEPARTMENT:

- 3.3.1 Corporate Services Manager – N/A
- 3.3.2 Operations Manager - E
- 3.3.3 Planning & Development Officer – N/A
- 3.3.4 Fire Chief – N/A
- 3.3.5 Peace Officer - E
- 3.3.6 Strategic Plan Quarterly Report ending Dec 31/23 - E

3.4 COUNCIL:

- 3.4.1 MAYOR JENNIFER HANDLEY – E
 - 3.4.1.1 Request for Mayors and Reeves of Southwest Alberta Membership Fee – E
- 3.4.2 COUNCILLOR VICTOR CZOP - E

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

- 4.1.1 Regular Meeting Minutes of January 8, 2024 – E

4.1.2 Committee of the Whole Meeting of January 11, 2024 - E

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Canadian Grain Elevator Discovery Centre – Fencing – E

4.2.2. Cancellation of January 29, 2024, Committee of the Whole Meeting

5. NEW & UNFINISHED BUSINESS (Requests for Decision):

5.1 Library Board Bylaw Revision - E

5.2 Further consideration of Bylaw 1380/23 – Municipal Development Plan Update - E

5.3 Street Sweeping – E

5.4 Level 3 (Critical Restrictions) Water Consumption Rate - E

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Fortis – Town of Nanton 2022 Franchise Presentation – E

6.2.2 Alberta Government – Approval of increased funding for Water Treatment Aeration Project - E

6.2.3 Livingstone Range School Division – Nanton School Update - E

7. CLOSED CONFIDENTIAL SESSION:

7.1 Nanton Medical Clinic – FOIP Section 21(1) Disclosure harmful to intergovernmental relations

7.2 Local Authorities Pension Plan Agreement with the Town of Nanton – FOIP Section 24(1) Advice from officials

8. ADJOURNMENT:



BYLAW

Bylaw Number: 1380/23

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA TO AMEND BYLAW 1306/18 BEING THE MUNICIPAL DEVELOPMENT PLAN BYLAW.

WHEREAS Pursuant to the provisions of the Municipal Government Act, Chapter M-26, Revised Statutes 2000, the Council of the Town of Nanton in the Province of Alberta (hereinafter called the "Council") is required to adopt a Municipal Development Plan,

WHEREAS the Council has adopted Bylaw 1376/23 to repeal the Lancaster Landing Area Structure Plan Bylaw 1235/11, and

WHEREAS the Council has adopted Bylaw 1362/22 to adopt the Westview Area Structure Plan, and

WHEREAS the purpose of Bylaw 1380/23 is to reference and update all corresponding maps and policies related to the Area Structure Plans;

NOW THEREFORE, the Council of the Municipality of the Town of Nanton in the Province of Alberta duly assembled enacts as follows:

2. ENACTMENT

2.1 Bylaw 1306/18, being the Municipal Development Plan Bylaw, is hereby amended and a consolidated version of the Municipal Development Plan reflecting the amendment is authorized to be prepared as per "Schedule A" attached.

3. INTERPRETATION

3.1 This Bylaw will be cited as bylaw 1380/23.

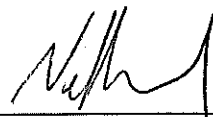
4. EFFECTIVE DATE AND READINGS

4.1 This bylaw comes into effect upon the date of final reading and signing thereof.

4.2 Read a **first** time this 11th day of December, 2023

TOWN OF NANTON


CHIEF ELECTED OFFICIAL


CHIEF ADMINISTRATIVE OFFICER

4.3 Read a **second** time this ____ day of _____, 2024.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

4.4 Read a **third** time this ____ day of _____, 2024.

TOWN OF NANTON

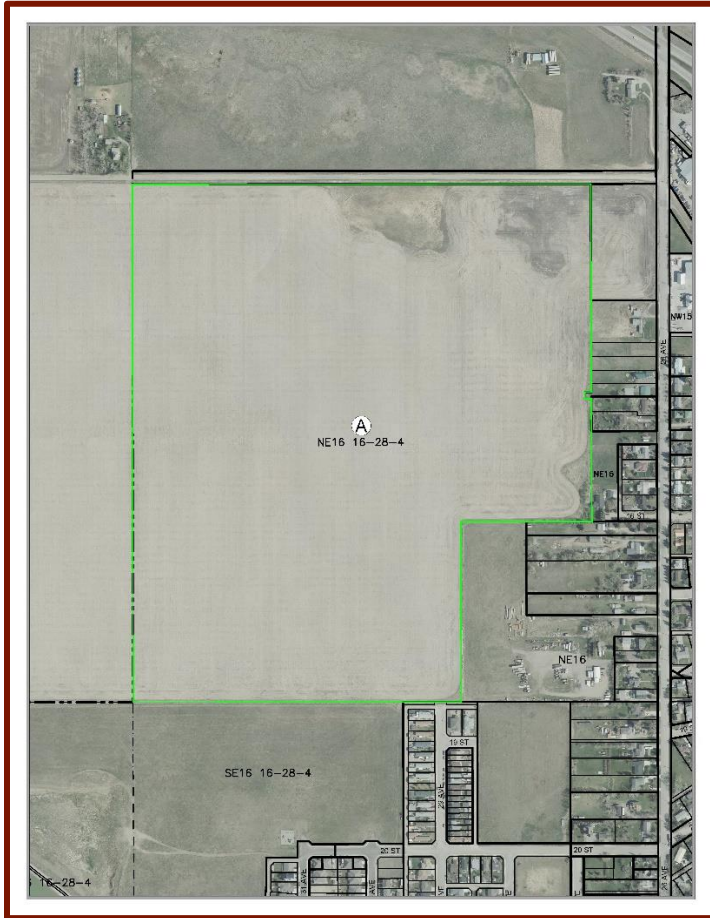
CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



1. Replace General Policy Lu10 in its entirety with the following:

Lu10: Area Structure Plans



Area structure plans should be completed for undeveloped or raw land and evaluated by the town, town’s engineering consultant and their planning advisor to ensure road linkages, land uses, open/green space provisions, stormwater management and lot layout are acceptable. For general information on the requirements of an Area Structure Plan refer to Appendix E.

The Westview Area Structure Plan (Bylaw 1362-22) is to be reference for planning and development of the remainder of SE16 16-28 W4M.

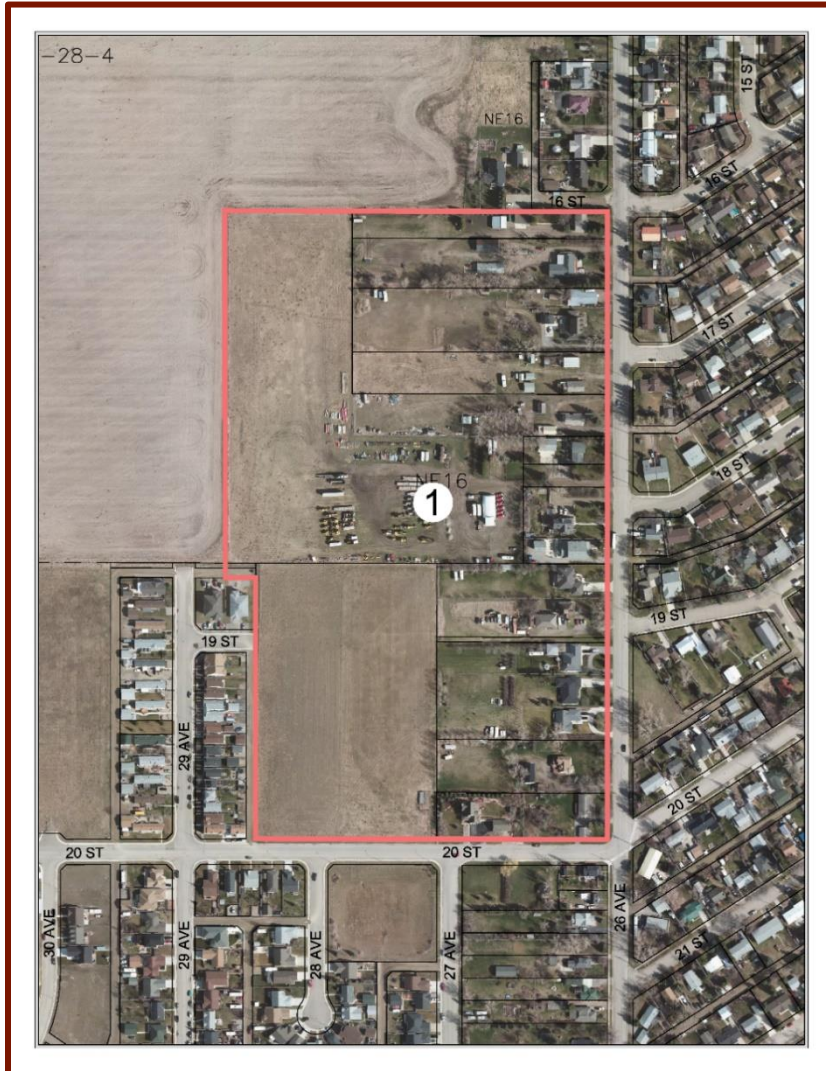
The portion of NE16 16-28 W4M as shown in Figure 9: Area A requires an area structure plan to be completed to the satisfaction of the Town of Nanton.

Area A (Figure 9)

Promoted Goals: ① ② ⑤ ⑥ ⑦ ⑨ ⑩ ⑪

SSRP Appendix A reference: 1.1, 1.3, 1.4, 3.2

2. Replace Area 1 (Figure 3) in its entirety with the following:

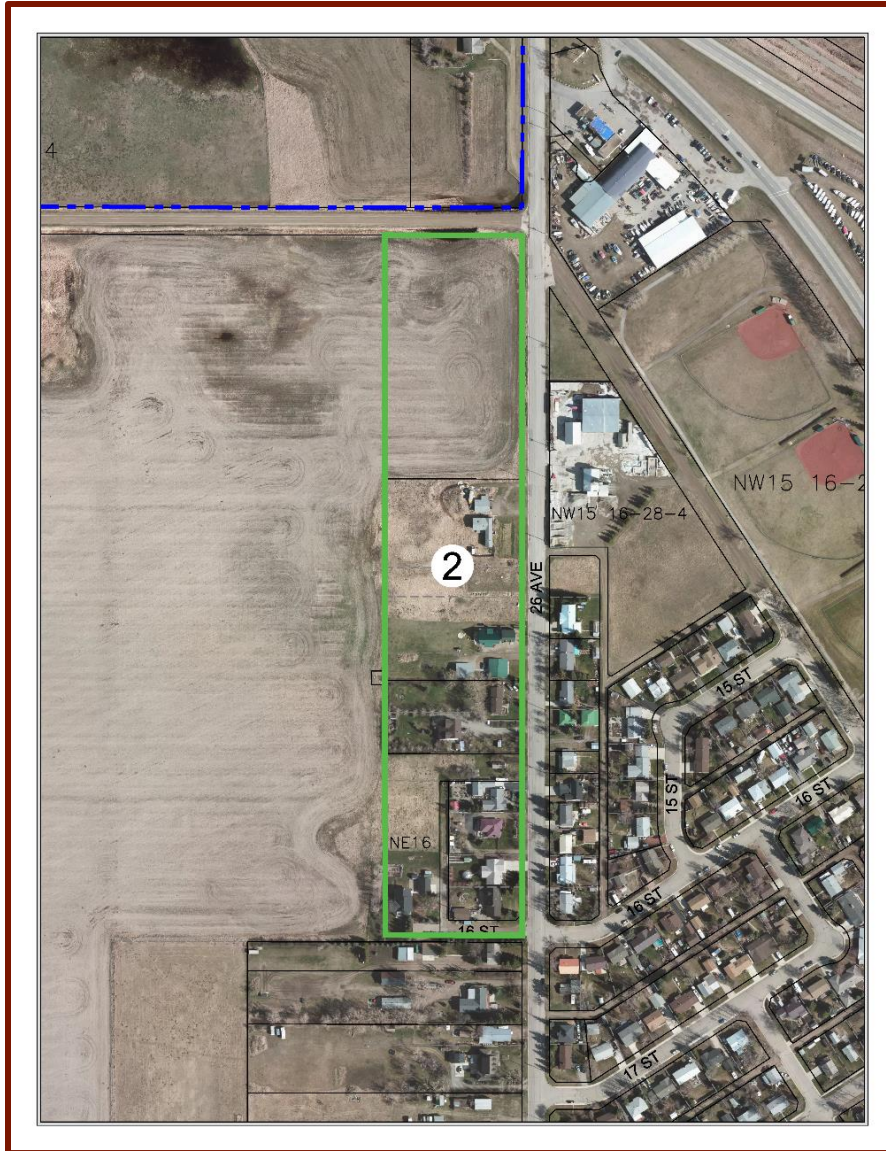


Area 1 (Figure 3)

This area is comprised of three subdivided areas: the first (1601-1701 26th Avenue) and most northerly being 200 m long lots fronting 26th Avenue were subdivided by the town in the 1950s. Secondly, south of those are lots 130 m long lots (1803-1913 26th Avenue) acquired in the 1980s and subdivided in the 1990s. And thirdly, two large undeveloped parcels west of the subdivided lots.

All three subareas have potential for further subdivision and infill development. If the area is to work as a cohesive development access and potential lot layout should be reviewed through a shadow planning exercise. This is one area where further planning beyond a shadow plan is recommended. Future development of the area must be considered in conjunction with NE16 16-28 W4M.

3. Replace Area 2 (Figure 4) in its entirety with the following:












Area 2 (Figure 4)

This area was originally subdivided in 1977 while in the MD of Willow Creek and then after annexation re-subdivided by the Town of Nanton in 1982 creating the southerly lots, and a portion of 16th Street with alley (1501-1517 26th Avenue). The lots north of these were annexed in 1996 and have undergone subsequent piecemeal subdivision and development. Zoning designation is Single Detached residential R1 on the south half and Multi-residential R3 on the north half. Future development of the area must be considered in conjunction with NE16 16-28 W4M.

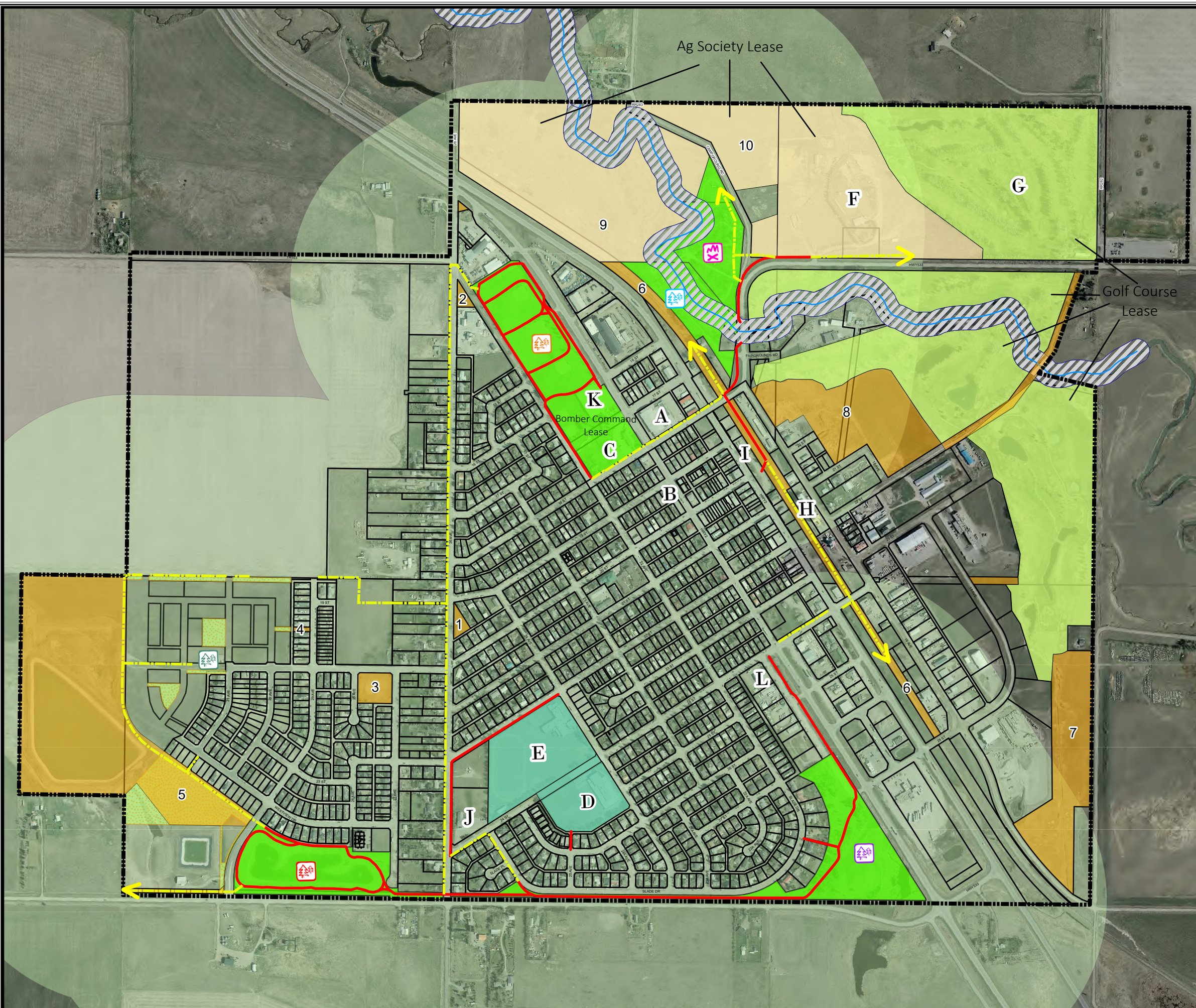
4. Replace Additional References in the Land Use Element with the following:

Additional References:

-  Town of Nanton Land Use Bylaw
-  Town of Nanton MD of Willow Creek Intermunicipal Development Plan
-  Town of Nanton Westview Area Structure Plan
-  Town of Nanton Integrated Community Sustainability Plan
-  Town of Nanton Municipal Improvements, Construction, Maintenance and Acceptance Policy and Procedures
-  Nanton 2021
-  Government of Alberta Documents: *Municipal Government Act, Subdivision and Development Regulation, Efficient Use of Land Implementation Tools Compendium, South Saskatchewan Regional Plan, Alberta Land Stewardship Act, Agriculture Operations Practices Act*
-  Alberta Register of Historic Places and the Alberta Heritage Survey
-  *Alberta Safety Codes Barrier Free Design Guide*

5. Replace the Town of Nanton Parks and Open Space Master Plan Map 1 with the version attached on the following page.

**TOWN OF NANTON
PARKS AND OPEN SPACE
MASTER PLAN
MAP 1**



- Points of Interest**
- Centennial Park
 - Lion's Grove Park
 - Luther Park
 - Dave Wallace Memorial Park
 - Westview Meadows
 - Nanton Campground
- Parks**
- Existing Park
 - Ag Society Lease
 - Golf Course Lease
 - School
 - Proposed Park
 - 1500 Ft Park Walkability Buffer
- Open Space**
- Open Space
- Walkways**
- Existing Walkway
 - Proposed Walkway
- Nanton Municipal Boundary**
- Nanton Municipal Boundary
- Mosquito Creek**
- Mosquito Creek
- 100 Foot Creek Setback**
- 100 Foot Creek Setback
- Points of Interest (continued)**
- A** Tom Hornecker Rec Center
 - B** Town Hall
 - C** Community Centre
 - D** A.B. Daley Community School
 - E** J.T. Foster School
 - F** Agriplex / Rodeo Grounds
 - G** Nanton Golf Course
 - H** Nanton Grain Elevator
 - I** Nanton Visitor Centre
 - J** Baptist Church
 - K** Bomber Command
 - L** Fire Hall

1-10 See Inventory of Open Space

November 7, 2023



NOTICE OF PUBLIC HEARING

Town of Nanton
IN THE PROVINCE OF ALBERTA

7:00 p.m. Monday, January 22, 2024
Council Chambers at the Tom Hornecker Recreation
Centre, 2122 – 18 Street

PROPOSED BYLAW # 1380/23 TO AMEND MUNICIPAL DEVELOPMENT PLAN BYLAW # 1306/18

PURSUANT to the Municipal Government Act, it is the intention of the Council of the Town of Nanton to consider proposed Bylaw # 1380/23, being a bylaw to amend the Municipal Development Plan for the municipality.

THE PURPOSE of the proposed Bylaw # 1380/23 is to reference and update all corresponding maps and policies related to the adoption of Area Structure Plan Bylaw # 1362/22 and repeal Bylaw # 1376/23 that affect the future development of PTN SE 16-16-28-4 and PTN NE 16-16-28-4.

PUBLIC SUBMISSIONS:

Deadline for written submissions, to be included in the Council Agenda Package, is 12:00 noon Wednesday January 17, 2024.

Written submissions must include the Bylaw #, the name of the person, representative or group making the submission, and position on the matter whether opposed or in favour. Any information provided will be available to the public and is subject to the provisions of the Freedom of Information and Protection of Privacy Act.

Any person, groups or persons acting on behalf of another person who is affected by the Bylaw may make verbal presentations at the public hearing, which may include a written summary as a component of the presentation.

HEARING FORMAT: The Public Hearing will be held in person and electronically. To participate in the Public Hearing by electronic means please contact the Planning and Development Officer by the pre-registration deadline to receive instructions.

PRE-REGISTRATION: Persons interested in participating in the Public Hearing are asked to register prior to **12:00 noon on Monday January 22, 2024, to the Planning and Development Officer at develop@nanton.ca or by contacting the Town Office at 403-646-2029.**

A copy of the proposed bylaw may be inspected at the Town of Nanton Office (1907 – 21 Avenue) during normal business hours or on the Town's website at <https://www.nanton.ca/416/Public-Notices> .

DATED at the Town of Nanton in the Province of Alberta this 3rd day of January, 2024.

Neil Smith – Chief Administrative Officer
Box 609
Nanton, Alberta T0L 1R0
(403) 646-2029 cao@nanton.ca



STATUS REPORT

Meeting: January 22, 2024
 Agenda Item: 3.1.1

Completed = C Under Review = UR In Progress = IP No Further Action = NFA On Hold - HOLD

CAO = Chief Administrative Officer CS = Corporate Services OP = Operations Manager
DO = Development Officer LS = Legislative Services OTHER = Staff/Contractor/etc.

COMMITTEES: GOV = Governance FIN = Finance SERV = Services REC = Recreation & Culture
ECD = Economic & Community Develop CW= Committee of the Whole

Items will move to "DEPARTMENT" or "COMMITTEE" after first reporting to Council.

COUNCIL MEETING

Res #	Description	Notes	Status	FWD
Regular Meeting January 8, 2024				
4-24/01/08	Letter to Library Board accepting appointee		C	LS
7-24/01/08	Letter and agreement to CGEDC		C	LS
8-24/01/08	RFD for January 22 meeting for CGED fencing funding		IP	LS/CS
9-24/01/08	Policy for Public Recognition		IP	LS

COUNCIL

Res #	Description	Notes	Status	FWD
Committee Recommendations				
3-23/09/21 – 13	CAO to explore contracted street sweeping/janitorial	2024 budget		
23/10/16	Funding public skate – incorporation into policy, preferably the ice allocation policy	Reg 23/11/06	IP	CAO/CS
338-23/12/11	Draft off-site bylaw for legal review and recommence stakeholder consultations.		IP	CAO/DO
339-23/12/11	Public hearing Jan 22/24. MDP bylaw 1380/23 requires 2 nd & 3 rd reading.		IP	CAO/DO
340-23/12/11				
348-23/12/11	First meeting Feb/24 Annual Community Support Grants		IP	CS
23/12/11	Request Chamber of Commerce to attend Council Meeting		IP	CAO
23/12/11	Yard-Waste options		IP	
352-23/12/11	CAO to draft letter re: Nanton School Enhancement		C	CAO

DEPARTMENTS

Res #	Description	Notes	ST	fw
243-21/09/07	Heraldic emblem project updated – contract signed – waiting for final document	23/11/13	C	LS
149-22/05/02	RFD re: STARS \$2/capita request	Deferred for new reserve 2024	IP	CS
174-22/05/16	CAO to draft lease agreement for the Canadian Grain Elevator Discovery Center	Ready for finalization 06/05	C	CAO/DO
250-22/08/15				
76 - 23/03/06	CAO find options re: pension programs and planning.	LAPP application	IP	CAO
148-23/05/15	Wastewater Plant upgrade – Town funding \$581,900 borrowing & \$581,900 reserves	Borrow bylaw req'd	IP	CS
185-23/06/19	Off-site levy bylaw to be re-drafted eliminating Lancaster Landing future densities from calculation	Bylaw 1375 & 1376	C	CAO/CS
178 –23/06/19	Consideration for Bare lot utility fees for Fees/Rates (143-23/05/15 Item 5.1 Bare Lot & Servicing to June 5)	Fall 2023	IP	CAO/CS
210 – 23/08/14	Land Use Bylaw update process – include letter of opposition to secondary suites - J. Cooper & petitioners		IP	DO
222 - 23/09/05	Purchase skid-mounted flusher in 2024 budget process	4-23/08/30	IP	CS/OPS
223 - 23/09/05	Pool Assessment Report – further info req'd from Salas O'Brien, Stephenson Engineering	5-23/08/30	IP	CAO

262 – 23/10/02	Additional Utility Operator consideration in 2024 budget	2024 budget	IP	CS
263 – 23/10/02	Council consider 25% contribution to Kosy Korner lift	2024 budget	IP	CS
3-23/09/21 – 13	CAO to explore contracted street sweeping/janitorial	2024 budget	IP	CAO/CS
309-23/11/06	CAO to consult w/ MPE for STIP application – 26 AVE & Hwy 2 intersection	Deferred for another round	C	CAO / CS
327-23/11/20	CAO to review By#1339 Non-Res Subclass prior 09/24		IP	CS/CAO

ITEMS ON HOLD FOR FUTURE SCHEDULING

Res #	Description	Notes
CW 1-22/11/28	Pursue a Community Designation under the Alberta Advantage Immigration Program	Entrepreneur Stream secured - CAO
90 -23/03/20	Collaborate w/ Nanton Fire Chief to review number of firefighters for required level of service	Fire Chief/CAL
135-23/05/01	Application for a solar feasibility assessment for Town's facilities or unserviced industrial lands	Future consideration contingent on Climate Action Centre funding – CS
221 - 23/09/05	Closure of yard waste depot Oct 31/23 – contingent (68-23/03/06 Air option for Q4 2023 planning) (CAO temp reopened to end of Nov or 1 st snowfall)	3-23/08/30 S

CAPITAL PLAN STATUS
2024 Items Only

Roadway Infrastructure	Lead: Public Works	BUDGET	SOURCE
Patching & Silver Willow Lodge area curb/gutter/parking expansion project		\$150,000	CCBF
Sidewalk rehab & replacement - <i>various locations</i>		\$75,000	CCBF

Notes:

- *Larger road rehabilitation projects under discussion for prioritization with engineers before brought to Council for discussion over funding options.*

Utility Infrastructure	Lead: Manager of Operations	BUDGET	SOURCE
Wastewater Treatment Plant (Dewatering)		\$3,026,000	AMWWP/Reserves/ Borrowing
Hydrant & Valves		\$50,000	CCBF
Wastewater collection system relining		\$75,000	CCBF
WWTP Equipment (flusher)		\$200,000	LGFF

Notes:

- *MPE Engineering will lead the de-watering work*

Parks & Trails	Lead: Rec Facility Supervisor	BUDGET	SOURCE
Playground updates		\$20,000	LGFF

Notes:

Buildings	Lead: Various	BUDGET	SOURCE
THRC – Arena Warm Room glass/ window wall		\$50,000	LGFF
THRC – Elevator/lift with building modifications		\$500,000	LGFF
Pool updates – valves and structural concrete		\$50,000	LGFF
Firehall – Curb & approach updates		\$15,000	LGFF
Town Shop – LED lighting, ventilation and roof repairs		\$45,000	Reserves
Recycling Centre/ Yard Waste - Fencing		\$35,000	LGFF

Notes:

Vehicles & Equipment	Lead: Public Works/ Rec/Bylaw	BUDGET	SOURCE
PW Box Sander & Backhoe attachment		\$30,000	Operating
Recreation - Ice Re-surfacer		\$175,000	LGFF/MCAC
PW Pickup		\$35,000	Operating
Bylaw Enforcement - vehicle		\$50,000	Reserves
Fire – Breathing Apparatus units & dual band radios		\$84,000	Reserves
Parks Mower (Zero Turn)		\$30,000	LGFF

Notes:

- *MCAC Grant on Ice re-surfacer: \$47, 700 further savings from sale of existing equipment and potential sponsored vinyl wrap.*

Land Development

There are no capital land development items at this time - this would be changed through the inclusion of priorities in the municipal strategic plan (by resolution and the allocation of funds).

Public Realm & Development

There are no Public Realm & Development items at this time - this would be changed through the inclusion of priorities in the municipal strategic plan (by resolution and the allocation of funds). The two following grant-dependent projects remain in limbo until we hear from the federal granting department:

Library Raingarden (<i>grant dependent</i>)	\$56,500
VIC Raingarden/secondary phase (<i>grant dependent</i>)	\$567,500

This unfortunate wait also means that it is extremely difficult to forecast Public Realm reserve use or pressures.

Other notes:

Streetlight at campground entrance – costs to be finalised.



REPORT FROM ADMINISTRATION

Meeting: January 22nd 2024
Agenda Item: 3.1.2

Chief Administrative Officer

January 2024 PERIOD

Mile 56/VIC Area proposal

In the absence of any kind of response from the federal government to the Town's application in September 2022 to the Natural Infrastructure Fund, the CAO has begun a small exploratory dialogue with Prairies Economic Development Canada to assess if the proposal, with cost estimates adjusted for inflation, might be a fit for the new Tourism Growth Fund. Council will be kept advised.

Chamber MOU

Nanton & District Chamber of Commerce have signed off on the pilot Memorandum of Understanding (2024-25) to expand chamber funding.

CGEDC Lease

We finally have an executed lease agreement with the Canadian Grain Elevator Discovery Centre which should allow that society to move forward with their plans within a defined, expanded boundary.

Reservoir Aeration Project – increased funds

Council will not in correspondence, the Minister of Transportation agreed to its request for inflationary adjustment. This is most welcome and allows the project to breath somewhat in the final phases.

Local Authority Pension Plan

There will be a verbal update on some very positive progress with respect to this file in the closed meeting.

Public Notices/ Public Participation

A Municipal Development Plan Bylaw amendment is currently circulating as a Public Notice.

Public notices page: [Public Notices | Nanton, AB - Official Website](#)

Public Participation Page: [Public Participation | Nanton, AB - Official Website](#)

Personnel and Professional Development

Management are currently assessing group training possibilities for the coming year.

The following reports are enclosed:

3.2 FINANCIAL:

3.2.1 Accounts Payable Reports previous month end

3.3 DEPARTMENT:

3.3.1 Corporate Services Manager

3.3.2 Operations Manager

3.3.3 Planning & Development Officer

- 3.3.4 Fire Chief
- 3.3.5 Peace Officer
- 3.3.6 Strategic Plan

Respectfully submitted,



Neil Smith, RPP
Chief Administrative Officer

Town of Nanton
Vendor Cheque Register Report
Range: December 1 to December 31, 2023
Sorted by: Cheque date



Cheque Number	Vendor Cheque Name	Cheque Date	Amount	Cheque Details
20201	Government of Alberta	12/6/2023	\$100.00	Peace officer application
EFT0000000004997	555 Millwright Services LTD	12/10/2023	\$698.25	Millright services at WWTP
EFT0000000004998	888351 Alberta Ltd o/a Wild Rose	12/10/2023	\$32,318.00	Sludge hauling & removal
EFT0000000004999	Alberta Marine	12/10/2023	\$228.07	Repairs to brush sweeper
EFT0000000005000	Alberta SW Regional Alliance	12/10/2023	\$2,167.00	2023 Annual fee
EFT0000000005001	BDO Canada LLP	12/10/2023	\$6,965.70	Interim audit fees
EFT0000000005002	Behrends Bronze Inc	12/10/2023	\$356.95	Cemetery plaque
EFT0000000005004	Canadian Linen & Uniform	12/10/2023	\$68.47	Office & library mat cleaning
EFT0000000005005	Canoe Procurement Group of Canada	12/10/2023	\$220.36	Miscellaneous
EFT0000000005006	CARO Analytical Services	12/10/2023	\$30.89	Water testing
EFT0000000005007	Central Sharpening Ltd	12/10/2023	\$136.50	Ice blade sharpening
EFT0000000005008	Crossroad Energy Solutions Inc	12/10/2023	\$22,920.93	WWTP lift station pump re-build
EFT0000000005009	Czop, Victor	12/10/2023	\$418.20	Travel & per diem expenses
EFT0000000005010	Ecco Recycling and Energy Corp	12/10/2023	\$1,533.96	Recycling fees
EFT0000000005011	Enfield, Tracy	12/10/2023	\$901.01	Office & chambers cleaning
EFT0000000005012	Foothills Regional Services Co.	12/10/2023	\$2,856.00	Landfill tippage fees
EFT0000000005013	GCS Automotive Repairs	12/10/2023	\$71.51	Vehicle repairs
EFT0000000005014	G & JD Construction	12/10/2023	\$3,087.98	PW shop reno
EFT0000000005015	GM Mechanical Ltd	12/10/2023	\$759.13	Arena roof top unit maintenance
EFT0000000005016	Herc Rentals	12/10/2023	\$2,006.34	Skyjack rental
EFT0000000005017	Inspiris	12/10/2023	\$6,875.36	IT services
EFT0000000005018	ISL Engineering & Land Service	12/10/2023	\$9,363.87	LUB consultant fees
EFT0000000005019	Kana Developments Ltd.	12/10/2023	\$3,932.25	PW shop reno
EFT0000000005020	Klearwater Equipment	12/10/2023	\$7,161.91	WTP chemical
EFT0000000005021	Kristian Electric Ltd.	12/10/2023	\$906.15	WWTP crane service call
EFT0000000005022	Linde Canada Inc.	12/10/2023	\$655.50	WTP chemical

EFT0000000005023	Matchett, Mike	12/10/2023	\$1,425.00	Fire personnel training (BLS)
EFT0000000005024	McGills Industrial Services	12/10/2023	\$1,609.65	Sewer line camera work
EFT0000000005025	Miller, Roger	12/10/2023	\$120.47	Travel expenses
EFT0000000005026	Nanton Auto Parts Ltd.	12/10/2023	\$1,969.32	Miscellaneous
EFT0000000005027	Nanton Home Hardware Building	12/10/2023	\$99.60	Miscellaneous
EFT0000000005028	NextGen Automation	12/10/2023	\$155.27	Photocopier fees
EFT0000000005029	Pacific Flow Control Ltd.	12/10/2023	\$26,452.00	Hydrant repair and maintenance
EFT0000000005030	Pond Pro Canada Ltd.	12/10/2023	\$124,567.94	Reservoir aeration project
EFT0000000005031	Purolator Inc.	12/10/2023	\$41.62	Courier fees
EFT0000000005032	Integrated Sustainability Cons.	12/10/2023	\$157.50	Water plant software
EFT0000000005033	RecordXpress StorageVault Canada	12/10/2023	\$27.05	Shredding
EFT0000000005034	Reynolds, Mirth, Richards & Farmer	12/10/2023	\$110.25	Legal fees
EFT0000000005035	Shawne Excavating	12/10/2023	\$2,194.50	Spring line air release
EFT0000000005036	Super Save Disposal (AB) Ltd	12/10/2023	\$1,534.85	Waste management fees
EFT0000000005037	T & T Disposal Services	12/10/2023	\$6,178.27	Garbage & recycling curbside pickup
EFT0000000005038	TransAlta Energy Marketing	12/10/2023	\$47,277.73	Power & natural gas fees
20202	AJ's Trophies & Awards	12/22/2023	\$57.75	Stainless steel name plates
20203	Because I Said So	12/22/2023	\$78.23	Physician recruitment lunches
20204	Chubb Life Insurance Company	12/22/2023	\$143.46	Employees benefits
20205	Georgie's Cafe	12/22/2023	\$1,575.00	Christmas dinner
20206	Get It There Delivery	12/22/2023	\$63.00	Courier fees
20207	Government of Alberta	12/22/2023	\$75.00	Land title fees
20208	Nanton Golf Club	12/22/2023	\$241.40	Physician recruitment lunches
20210	Premium Projects Ltd.	12/22/2023	\$1,500.00	Security deposit refund
20211	Receiver General	12/22/2023	\$1,325.14	Statutory deductions
20212	Allen Steeves	12/22/2023	\$2,500.00	Security deposit refund
20213	Town of High River	12/22/2023	\$375.00	Fire SCO fees
EFT0000000005039	Alberta Municipalities	12/22/2023	\$131.25	King's printer subscription
EFT0000000005040	Bamboo Shoots (AB) Inc.	12/22/2023	\$7,134.97	Promotional video (payment 2 of 2)
EFT0000000005041	Brogan Fire & Safety	12/22/2023	\$151.73	Fire department supplies
EFT0000000005042	Canadian Linen & Uniform	12/22/2023	\$68.47	Office & library mat cleaning
EFT0000000005043	Canoe Procurement Group of Canada	12/22/2023	\$240.68	Miscellaneous
EFT0000000005044	Cattlemens Corner	12/22/2023	\$95.81	Miscellaneous
EFT0000000005045	ClearTech Industries Inc	12/22/2023	\$4,956.13	WTP chemical

EFT0000000005046	Coyote Courier Ltd	12/22/2023	\$186.48	Courier fees
EFT0000000005047	CUPE	12/22/2023	\$1,004.19	Union fees
EFT0000000005048	GCS Automotive Repairs	12/22/2023	\$629.34	Vehicle repairs
EFT0000000005050	iA Financial Group	12/22/2023	\$75.74	Employees benefits
EFT0000000005051	Industrial Machine Inc	12/22/2023	\$27,680.14	Sander (capital)
EFT0000000005052	Kana Developments Ltd.	12/22/2023	\$2,388.76	PW shop reno
EFT0000000005054	MD of Willow Creek	12/22/2023	\$3,114.50	Firefighter benefits
EFT0000000005055	MPE Engineering Ltd	12/22/2023	\$20,505.35	Reservoir aeration project engineering
EFT0000000005056	Nanton Gas Plus	12/22/2023	\$952.46	Propane for ice resurfacers
EFT0000000005057	Nanton Home Hardware Building	12/22/2023	\$79.41	Miscellaneous
EFT0000000005058	F.C.S.S.	12/22/2023	\$269.76	Emergency mgmt training
EFT0000000005059	Nanton Thelma Fanning Library	12/22/2023	\$500.00	Reimbursement of donation
EFT0000000005060	NextGen Automation	12/22/2023	\$2,583.95	Arena photocopier buyout
EFT0000000005061	Orkin Canada Corporation	12/22/2023	\$220.40	Fire hall pest control
EFT0000000005062	Recreation Facility Personnel	12/22/2023	\$490.61	Professional development
EFT0000000005064	Signcraft Digital (1978) Inc.	12/22/2023	\$525.00	Christmas banner
EFT0000000005065	Somerset Tree Service Ltd	12/22/2023	\$5,105.10	Tree maintenance
EFT0000000005066	Superior Safety Codes	12/22/2023	\$837.90	Safety code fees
EFT0000000005067	UFA Co-operative Ltd	12/22/2023	\$3,374.85	Fuel
EFT0000000005068	Frey Consulting Ltd	12/22/2023	\$9,030.48	Arena plant maintenance
EFT0000000005069	ISL Engineering & Land Service	12/22/2023	\$2,039.63	LUB consultant fees
EFT0000000005070	Nanton Home Hardware Building	12/22/2023	\$1,049.22	Miscellaneous
EFT0000000005071	Uline Canada Corporation	12/22/2023	\$572.43	Miscellaneous

Total Cheques: 84

\$424,590.03



MONTHLY REPORT

Meeting: ()
Agenda Item: 3.3.2

Operations Department

Report Period: (December 2023)

ACTIVITIES:

- WASTEWATER OPERATIONS

- 30768 m³ of treated wastewater effluent was released to Mosquito Creek
- For the second consecutive month, treated monthly wastewater effluent volumes have exceeded monthly treated potable water production volumes. This seems to be indicative of groundwater infiltration into the wastewater collection system, likely in the older areas of town containing clay tile sewer mains. Operations recommends the completion of a videography assessment of the old sewer mains to help identify locations of groundwater infiltration so the sewer mains can be repaired or rehabilitated, by re-lining the sewer mains like what has been already done on 18th and 19th street.
- A new SCADA system has been installed at the WWTP. This is part of the upcoming sludge dewatering system upgrades, and the majority of the associated costs are covered under the dewatering system grant.

- WATER OPERATIONS

- 28884 m³ of treated water was sent to the Town's distribution system
- Since major water main repairs were completed in October, the daily average treated water production over November and December of 2023 is approximately 180 m³ (180,000L) less than during the same time period in 2022.
- Raw water reservoir aeration building was commissioned and is now operational. This should help improve seasonal color issues in the Town's treated water.

- ROADS

- Working on road repair list for 2024
- Grading and filling potholes in alleys.
- Researching tach oil or sealant products for 2024.
- Snow Removal

- SIDEWALKS/PATHWAYS

- Working on sidewalk replacement list for 2024.

- MISCELLANEOUS

- Researching solvent based paint and will continue crosswalks in May 2024.
 - Sander is in stock and will be coordinating with company for installation.
 - Assist utilities with removing old bladder from reservoir area.
 - Replacing blue signs.
 - Built a temporary approach on property south of NAPS. Culvert needs to be placed when permanent approach is built.
- **CEMETERY**
 - Installed a couple of wall plaques and niche doors.
 - Marked plots for monument placement.
 - **RECYCLING**
 - Mulch pile remains and will be offered but not advertised to town residents.
 - Hauling soil to ditch east of Vet clinic and filling areas in the yard for more room.
 - Moving old soil piles to the ditch east of the Vet clinic.

PARKS AND RECREATION

EMERGENCY MANAGEMENT:

- Emergency management plan complete
- Table Top Exercise scheduled for December 1, 2023

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Scribe Course – Jan 11 at MD of Willow Creek. (Carmen, Shellah and Sara-Lynn)

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

Strategic Priority	Objective	Approach	Measure	Progress YTD
1.				
2.				
3.				

Operating Project	Objective	Approach	Measure	Progress YTD
1. Backhoe	Purchase – New	Ordered		Received
2. Yard Waste Fence	Fence west/north/south area	Contacted fencing companies		Received 1 quote will source for second quote in 2024.
3. Pick-up Truck	Purchase - Used	Searching dealerships		Purchased and Received
4. Sander/Plow	Purchase - New	Alberta Purchasing Connection	Request for Quotes	Plow installed. Sander is in stock waiting to coordinate installation.
5. Pavement Patching	Request for Quote	Measure and mark		Complete

6. Sidewalk	Repair and Replace	Inspect sidewalks /Measure and mark		Completed
7. Utility Patches	Patching	Use cold mix to cover patch		Completed
8. Potholes	Pothole Fixing	Sonic Patching	Quotes	Completed
9. Dust Abatement	Apply dust abatement	Read on Roads		Completed in June
10. Tree Pile	Removal	Grind/Mulch		Completed June 13
11. 18 Street	CRF Sealant	Apply sand sealant to road		Completed July 19-20





MONTHLY DEPARTMENT REPORT

Meeting:
Agenda Item: 3.3.5

Peace Officer Carlos Farias

Report Period: December 2023

ACTIVITIES

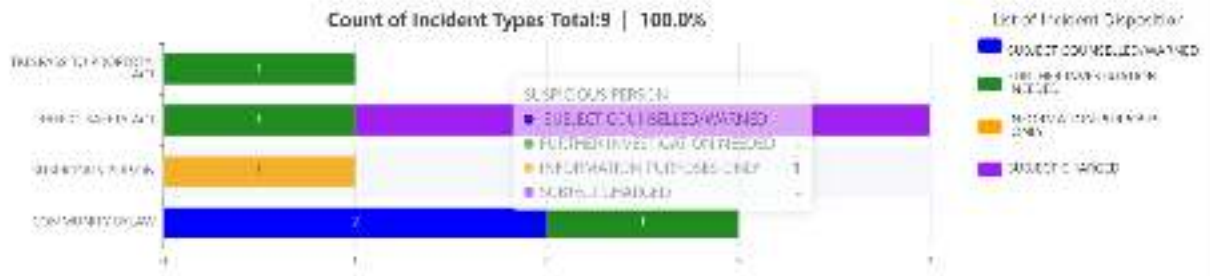
- December 4th was CPO FARIAS, Carlos first day of work.
- On December 5th CPO FARIAS, Carlos started building relationship with the community, contacting Schools, local business, health services, fire department, RCMP etc...
- On December 7th CPO FARIAS, Carlos had a meeting with Principal Jason McDonalds, in the meeting Mr. McDonalds told CPO FARIAS, Carlos about his concern with some kids smoking or even using drugs in the school parking lot.
- On December 8th CPO FARIAS, was invited to attend a seminar about Elder abuse at Silver Willow Lodge on January 11th 2024.
- December 15th Town Christmas Party at Recreation Centre.
- December 27th CPO FARIAS, Carlos received his appointment/Authorities from the Province.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- December 20th MRF system, report Training with CPO TRUDEL, Gabby from the tow of Vulcan.
- December 28th MRF system, e-tickets Training with CPO TRUDEL, Gabby from the tow of Vulcan.

Monthly Occurrences snapshot:

- In December 2023, reports were opened for received complaints for services or officer observed investigations. Therein occurrence reports consisted of 3 community bylaw, 2 for snow removal, 1 Dump trailer parked on a highway, 1 Suspicious person in the JT Foster parking lot, 1 Trespass to premises act, 5 Traffic Safety Act.





STRATEGIC PLAN

2023 REPORT

January 22, 2024

3.3.6

FOR ADAPTATION IN THE TOWN OF NANTON ANNUAL REPORT

Background

Department heads and other applicable staff meet to assess progress on the current Strategic Plan ahead of the quarterly report. The strategic plan priorities, objectives and targets/strategies are subject to amendment by Council as any one of the following occurs:

- Objective completion;
- Change in priority;
- Availability of financial or other resources required;
- Operational or other impacts

The Strategic Plan should always be aligned with or address planning bylaws and adopted policies and strategies.

The 2022-25 plan, as adopted by Council, is the document that reports respond to.

Key recommendations/ issues:

- **Committee of the Whole should meet to discuss the industrial land development question, recent consultant reviews, the IMDP and recent land related files of potential relevance.**
- **Committee of the Whole should meet to discuss priorities for Westview lands in terms of developer attraction and inquiries, including remaining serviced lots.**
- **A community open house or other event with respect to municipal water was placed in the plan in 2021. When would Council like to hold this?**
- **Council should determine if there should be a consultant-driven strategic plan for the Nanton Fire Department in 2024 (budgetary).**

STRATEGIC PRIORITY: Governance and Corporate Services - To ensure proper governance and administration of the Town and to ensure optimal communications with residents and businesses within the community.

Actions	Status
To ensure effective Administration operations for the benefit of the Town and its residents	
Develop a staff development and succession plan for all appropriate positions.	In Progress - working with CUPE. This has largely revolved around the establishment of a Master Education List and policy and changes to job descriptions.
Replace outdated or superceded human resource polices with suitable new Administrative Policies, with a particular focus on data protection.	<p>New CAO Administrative Policies: <i>Employee Training (2022); Non-Union Employee Training (2023); Light Duty Work restrictions (2023); Staff Dress Code (2023) Staff cellular (2022).</i></p> <p><i>An administrative policy that further protects municipal data remains in progress.</i></p> <p><i>The policy manual overall needs to be updated.</i></p>
Develop a staff engagement plan to maintain a pro-active positive culture and two-way communication.	Ongoing.
Annual, measurable progress in asset management baseline and long-range work.	Ongoing
An annual Information Brief to Council on I.T. security and network health with recommendations.	Annual Reporting - Administration and Corporate Services - is produced prior to or during the Fall.
Develop a three-year I.T. hardware and software needs assessment and plan with our Contracted Service Provider.	In progress
Improve our digital filing system in line with best practices, ensuring and safeguarding good institutional records that are easily searchable.	In progress with new Legislative & Communications Coordinator in 2024
Explore information and tools that Town Office staff can utilize to help interested residents/groups start youth/seniors/community programming.	<p>2024-25 initiative, cross-departments</p> <p>The website will be updated in 2024, perhaps offer further opportunity.</p>
To enhance public engagement and participation in the Town	
Develop a schedule for coffee chats and town halls with residents.	Council to review/ reconsider over 2024-5
Continue Council liaison with Community and Service Groups.	Ongoing commitment, some relationships stronger than others
<i>Emergent Action</i>	New Post-Office electronic kiosk/ noticeboard installed in fall 2023.

To ensure residents and business owners are adequately informed and ensure consistent messaging amongst Council and Administration and residents

Review and follow Communications Policy, particularly around residents and their concerns.	Review complete (2022)
Consolidate policies and SOPs for use of communication media (Social Media, LED Signs, Farmer’s Market, Post Office, Radio, etc.).	Social media part of Communications Policy (2022) LED Signs Policy (2023)
Develop policy and procedure for handling questions and queries from residents, including effective response to concerns of residents.	2024-25, involves review of complaint procedure and implementation of new website among other factors - requires an SOP.

To ensure advocacy at all levels of government in the best interests of the Town.

Embrace policy briefs prepared by the Chief Administrative Officer and lobby with appropriate levels of government and other bodies in the areas of:	Ongoing. Reviewed and enhanced annually for Alberta Municipalities and other meeting and lobbying needs.
<i>Waste Water Treatment</i>	
<i>Water Source: High River</i>	
<i>Medical Clinic</i>	
<i>JT Foster School modernization</i>	
<i>Emergency Medical Services</i>	
<i>Seniors’ Housing</i>	
<i>Town employee pension solutions - goal will be achieved 2024</i>	

STRATEGIC PRIORITY: Community and Economic Development - To ensure that the Town of Nanton develops the community and the economy, ensuring sustainability and appropriate growth.

Actions	Status
To support business attraction, retention and expansion.	
Work through the Economic Development Committee to encourage the Chamber of Commerce/Community Futures to educate businesses on succession planning.	<p><i>Committee suspended, Committee of the Whole for the time being.</i></p> <ul style="list-style-type: none"> • <i>Participating in ABSW Connect4Commerce Succession Opportunity site</i>
Work through the Economic Development Committee to continue encouraging collaborative solutions with respect to vacant buildings.	<p><i>Committee suspended, Committee of the Whole for the time being</i></p> <ul style="list-style-type: none"> • <i>Reviewing the subclasses bylaw in 2024.</i>
Raise awareness of the Nanton Advantage.	
<i>Develop a Nanton marketing video (completed 2023).</i>	<p>Video completed and posted to Youtube.</p> <ul style="list-style-type: none"> • Nearly 3,000 views since Oct. • Pilot promotion using YT paid promotions shows promise for target audiences/ locations/ audience generation.
Complete the work on the Visitor Information Centre site plan and execution with partners.	Awaiting further resources for the next phase.
To ensure sustainability of existing parks and recreation assets.	
Continue focus on the Tom Hornecker Recreation Centre cost/benefit balance.	Ongoing ethos
<i>Continue with a corporate sponsorship plan for programs and facility areas to offset costs.</i>	Ongoing awareness of opportunities. Ice resurfacers a sponsorship opportunity in 2024.
Work through the Parks and Recreation Committee and partners such as the Community Centre, schools, etc. to identify how programming for youth and seniors can be expanded.	<p><i>Committee currently not operating.</i></p> <p><i>Town commitment to bike rodeo continues.</i></p>
Continue to invest in parks and trails.	
<i>Continue the tree removal, replacement, and planting policy, especially to maintain tree lined streets.</i>	<p>Federal funds resulted in more planting in 2023 (\$16,000).</p> <p>Donations for trees (2020-22) \$7600; (2023) \$2200</p>
Continue to follow the Green Space Master Plan, maximizing park features.	
<i>Approve a shared use concept for available post-expansion greenspace with the Bomber Command Museum.</i>	Dialogue to be initiated properly in 2024.

STRATEGIC PRIORITY: Planning and Development - To ensure that the character of the Town of Nanton is preserved while facilitating appropriate growth resulting in the Town's sustainability.

Actions	Status
<p><i>To encourage the efficient planning of residential, commercial, industrial and institutional development that enhances the quality of life for Town residents.</i></p>	
Review the Land Use Bylaws, ensuring ease of understanding.	Nearing completion first half of 2024.
Review land inventory and investigate servicing of industrial land (new cost estimates).	Council should meet for a discussion about industrial land development.
Investigate options for increasing the inventory of [serviced commercial and industrial] land.	Highway 2 Northbound areas have had their potential greatly enhanced since 2022. Council should meet to discuss further investigations.
Identify growth in the Town (residential, small business, industrial, etc.) with a view to setting appropriate growth targets in planning.	Clarification required in terms of what the definitions of growth are: business starts; assessment; employment increase, etc.
Work on an Intermunicipal Development Plan.	IMDP inquiry to be sent to MDWC in 2024 at completion of LUB.
Complete the Westview Area Structure Plan.	Completed in 2022.
Develop shovel ready projects [for land development] to leverage funding as it becomes available.	Requires prioritization and funds allocated to consulting engineers. Question of land acquisition should also be discussed.
<p><i>To maintain a balance of residential, commercial, industrial and institutional development to facilitate the fiscal sustainability of the Town of Nanton.</i></p>	
Develop a plan to attract appropriate type of developer, whose plans align with the area structure plan for the Westview Residential.	<ul style="list-style-type: none"> • RFPs should be considered at end of OSL Bylaw process. • Council should also discuss with administration its own priorities for developer 'type'.
Develop a plan to market the 20 serviced lots to new, reputable developers.	<ul style="list-style-type: none"> • 17 lots currently remain unsold. Most lots sold for development prior to Strategic Plan nearing completion • Council should discuss this action with Administration.
<p><i>To ensure diversity of housing choices in Town.</i></p>	
Review and revise as appropriate Land Use Bylaws to increase affordable housing options, including secondary housing options.	Will be completed if current draft of LUB is passed.

STRATEGIC PRIORITY: Operations - To ensure the Town of Nanton has quality infrastructure to support and sustain its growth.

Actions	Status
To support the Town through the effective planning and implementation of Town infrastructure and assets, including waste water and roads for long-term sustainability.	
Follow Capital Projects Plan to ensure balance of financial resources and scheduled projects to meet residential needs.	<i>Ongoing, LONG TERM work shared across departments and Council.</i>
ALL PRIORITIES TABLES (HIGH, MEDIUM AND LOW)	<p><i>Water main looping project was on the MPE infrastructure priority list and was executed in 2022.</i></p> <p><i>Water leak detection has changed operational priorities somewhat.</i></p> <p><i>WTP aeration - almost complete.</i> <i>WWTP dewatering - 2024</i> <i>Regional water - application submitted</i></p>
Expand water and sewer capability on highway commercial land using federal funds available.	2022 works complete
Update the Offsite Levy Bylaw (for infrastructure costs generated by growth).	Completion anticipated in first half of 2024.
Execute smaller capital projects where needed and affordable (e.g. Highway 2 and 26th Avenue Intersection Improvements if eligible for a STIP grant from the Province).	<p><i>Annually revised and adopted Capital Plan (Council, Operations and Administration).</i></p> <ul style="list-style-type: none"> <i>More work with consulting engineer required on a prospective STIP proposal of proportionate scale..</i>
Continue paving repairs and road maintenance - report annually.	<p><i>Annual reporting.</i> <i>PW hoping to have a consulting engineer recommend priorities for road resurfacing this year if there is sufficient budget.</i></p>
Continue Preventative Maintenance Planning - report annually.	
Consideration of an air burner option for yard and branch disposal	<i>Was declined by Council in 2023.</i>
Make prioritized funding and borrowing decisions in the event of senior government funding not materializing.	<i>Ongoing, LONG TERM work shared across departments and Council.</i>
To works towards broader satisfaction concerning the Town's water quality.	
Coordinate a Town Hall about the quality of the Town's water, changing perceptions about the quality of the water and providing residents with solutions to improve satisfaction with the water. This includes utilizing our engineers and operators for key messaging; summary of solutions that have been as well as could not be utilized; and experience from staff.	2024/25: Would Council like to hold an event?
Continue to improve operational and maintenance practices - report changes.	<p><i>Reporting requirement</i> <i>Yard Waste process will result in refined operations</i></p>

STRATEGIC PRIORITY: Emergency Services - To ensure that an appropriate level of public emergency services and other services are provided to meet the needs of residents.

Actions	Status
<i>To advocate for an appropriate level of public emergency services and other services are provided to meet the needs of residents.</i>	
Pursue urgent care attached to Medical Clinic through lobbying	Ongoing advocacy
Update the Emergency Management Plan for specific situations and needs (e.g. Emergency Social Services, drought preparedness).	Good progress being made by DEM.
Investigate whether safety and emergency management need to be staffed in the medium term.	Emergency Management is alright at present in current form. Safety remains uncertain.
Prepare for discussion around capacities and future compensation of the Nanton Volunteer Fire Department.	Operational budget decision 2024.



NANTON
EST 1903
CHIEF ADMINISTRATIVE OFFICER



Terms of Reference

Approved XX/XX/XXXX

Purpose

The purpose of the Mayors and Reeves of Southwest Alberta Committee (hereinafter referred to as the Committee) is to provide an opportunity for conversation and collaboration for Mayors and Reeves located in the Committee's geographical region. The Committee's meetings shall facilitate robust dialogue of the municipally elected leaders of the region to share challenges and opportunities and explore opportunities to jointly lobby on issues of mutual interest.

Scope

To provide a platform for municipally elected leaders to discuss the issues of mutual interest faced by municipalities, to receive input from elected officials of other levels of government (federal, provincial), and to provide municipal perspectives to those officials.

Official Formation and Participants

The Committee shall be comprised of all Mayors and Reeves elected to municipal councils within the geographic region of the Committee. (map/appendix to be attached)

Member Municipalities:

Towns

1. Bow Island
2. Cardston
3. Claresholm

4. Coaldale
5. Coalhurst
6. Diamond Valley
7. Fort Macleod
8. Granum
9. Magrath
10. Milk River
11. Nanton
12. Nobleford
13. Picture Butte
14. Pincher Creek
15. Raymond
16. Stavely
17. Taber
18. Vauxhall
19. Vulcan

Municipal Districts

1. Foothills
2. Pincher Creek
3. Ranchland
4. Taber
5. Willow Creek

Villages

1. Barnwell
2. Barons
3. Carmangay
4. Champion
5. Coutts
6. Cowley
7. Glenwood
8. Hill Spring
9. Longview
10. Milo
11. Stirling
12. Warner

Municipalities

1. Municipality of Crowsnest Pass

Counties

1. Cardston
2. Cypress
3. Forty Mile
4. Lethbridge
5. Newell
6. Vulcan
7. Warner

Cities

1. Lethbridge
2. Brooks
3. Medicine Hat

A Committee Chair and Co-Chair will be appointed by the Committee. The Committee shall determine what arms lengths organizations will provide reports/updates to the Committee. Current reporting organizations:

- All MLAs/MPs representing the geographic area
- Alberta Southwest Regional Alliance
- SouthGrow
- RMA
- AM
- Oldman Watershed Council
- Highway #3 Association

Membership Fees

The Committee shall collect annually a fee of \$200.00 from all member municipalities.

Goals and Objectives

The objective is to address local and regional challenges and communicate on behalf of the municipalities of the Committees' geographic area.

Governance

Decisions will be reached by consensus of the Committee members. Voting will be recorded as "Moved" and "Carried" or "Defeated". The Chair and Vice Chair of the committee shall be appointed annually by the membership at the November meeting.

To be elected chairperson you must be a Mayor or Reeve and/or Deputy Mayor or Deputy Reeve.

Meetings

Meetings will be held regularly, on the first Friday of every month from September to June. A joint meeting shall be held the first Friday in June. Meeting dates will be set at the November meeting, agenda packages shall be sent out to all committee members the Monday of the meeting week. All submissions to the meeting must be submitted to the recording secretary one week prior to the meeting.

Recording/Communications

The Committee shall secure the services of a recording secretary to communicate to the membership, record and distribute minutes. The financial compensation for this shall be determined by the membership at the Annual General Meeting.

Authority and Responsibilities

The Committee is accountable to its member municipalities. The Committee may not implement or authorize any action that is the responsibility of individual member Councils.

Quorum

A quorum will require a minimum of 2/3 member municipality attendance. In order to approve a motion 51% of members must be in agreeance.

Review

The Committee Terms of Reference will be reviewed every five (5) years, from date of approval.



MONTHLY COUNCIL REPORT

Meeting: [January 22, 2024]
Agenda Item: 3.4.2

Councillor Victor Czop:

Report Period: December 2023_____

MPC Member: Yes (alternate)

APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

Council Standing Committees:

Economic & Community Development No meetings

Liaison / Point of Contact: Nanton Community Centre and Citizens on patrol

ADDITIONAL INFORMATION:

Attend Foothills Tourism meeting
Attend Alberta Southwest meeting in Fort MacLeod
Attend ORRSC meeting at Lethbridge
Attend MPC meeting
Attend Community Hall Society meeting
Attend Council meeting

VR Czop



REQUEST FOR DECISION

Meeting: January 22, 2024
Agenda Item: 4.2.1

Canadian Grain Elevator Discovery Centre (CGEDC) - Fencing

PURPOSE:

To provide Council with information regarding the fencing to be installed near the Nanton Grain Elevators per their request at the January 8, 2024 Council meeting:

RESOLUTION # 8 – 24/01/08 - Miller

Moved to direct the Chief Administrative Officer to bring forward information for potential partnership funding of the Canadian Grain Elevator Discovery Centre leased area perimeter fencing for mutual security. CARRIED

BACKGROUND / IMPLICATIONS:

The Canadian Grain Elevator Discovery Centre (CGEDC) has received a quote from Lynx Brand Fence Products Alta Ltd. to install a fence around the grain elevator to secure the area. The total cost of the quote including GST is \$35,745.32. The CGEDC has grants in the amount of \$11,200 (7,500 from an outside grant and \$3,750 from the Town of Nanton's 2020 Community Support Grant Program) to put towards the fence and require \$24,000 to complete the project.

Maps of the proposed fencing placement for the grain elevators are attached for reference. The fence line will have at least three swing gates and will be eight (8) feet tall with a foot of barb wire around the top as a deterrent.

A Memorandum of Understanding between the Town of Nanton and the CGEDC has been drafted for Council's comment and approval. This will establish the responsibilities of each party for the installation.

Reserve Options

a) Public Realm

Council had initially wanted to consider the Public Realm Reserve, but Administration cautions against this course of action. The project in question is only marginally eligible for expenditure under the Public Realm reserve by virtue of the proposed work being an improvement upon a lease of municipal land where mutual safety and security is improved. Public Realm funds are currently a substantial match funding factor in two municipal proposals under consideration by the federal Natural Infrastructure Fund and every penny of that available balance (\$125,000) would be required if the Visitor Information Centre stormwater, parking and access project were approved. This reserve is very much intended for in house municipal projects.

b) Community Sustainability

The new Community Sustainability fund would arguably be a much better choice for requests of this nature (from third parties) once the reserve has further grown, but it is not sufficiently funded at this time (\$20,000 balance).

c) Municipal Land Development Reserve – recommended option

This is arguably the best reserve for this project and currently sits at a balance of \$1.13 million thanks to Westview lot sales. It is eligible under the following policy criteria:

- To provide for development debentures and other development commitments as they pertain to specific municipal land development priorities across **all land use designations**.

- To provide for expenses around the risk management of contaminated or potentially contaminated municipal lands prior to sales or development agreements with third parties.

As the lease area is both a municipal land development priority at this time (given the time spent on lease development) and involves some potentially contaminated lands in areas of the former CPR railbed, the fence, while an unconventional cost rationale, would appear to somewhat align with this reserve. This is only recommended as the Community Sustainability Reserve is not at a sufficiently high balance to cover the proposed third-party project.

CAO Comment: Reserves need time to mature and build at times and they should always be accessed for their prescribed use. Setting any precedent with third parties in terms of reserve funding can have unpredictable consequences for municipal commitments and priorities, especially if leveraged grant application outcomes are unknown.

ADMINISTRATIVE RECOMMENDATION:

If Council wishes to proceed, Administration recommends providing funds in the amount of \$24,000 to the CGEDC or its contractor upon receipt of invoice to fund the remaining portion of the fence from the **Municipal Land Development Reserve.**

DECISION OPTIONS:

- #1 – Moved to provide up to \$24,000 from the Municipal Land Development Reserve for the Canadian Grain Elevator Discovery Centre project to install a security fence around the perimeter of the grain elevators contingent upon finalization of the signed memorandum of understanding.
- #2 – Moved to provide _____ from the _____ Reserve for the Canadian Grain Elevator Discovery Centre project to install a security fence around the perimeter of the grain elevators contingent upon finalization of the signed memorandum of understanding.
- #3 – Moved to direct the Chief Administrative Officer to edit the Memorandum of Understanding to include the following additions or deletions:

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount) : \$24,000 transferred from the Municipal Land Development Reserve

Communications/PR: Release as desired.

Applicable Legislation:

Attachments: Maps; quote; draft MOU.

Prepared By: Sara-Lynn Lyons

Date: January 18, 2024



APPROVED BY: Neil Smith, Chief Administrative Officer:



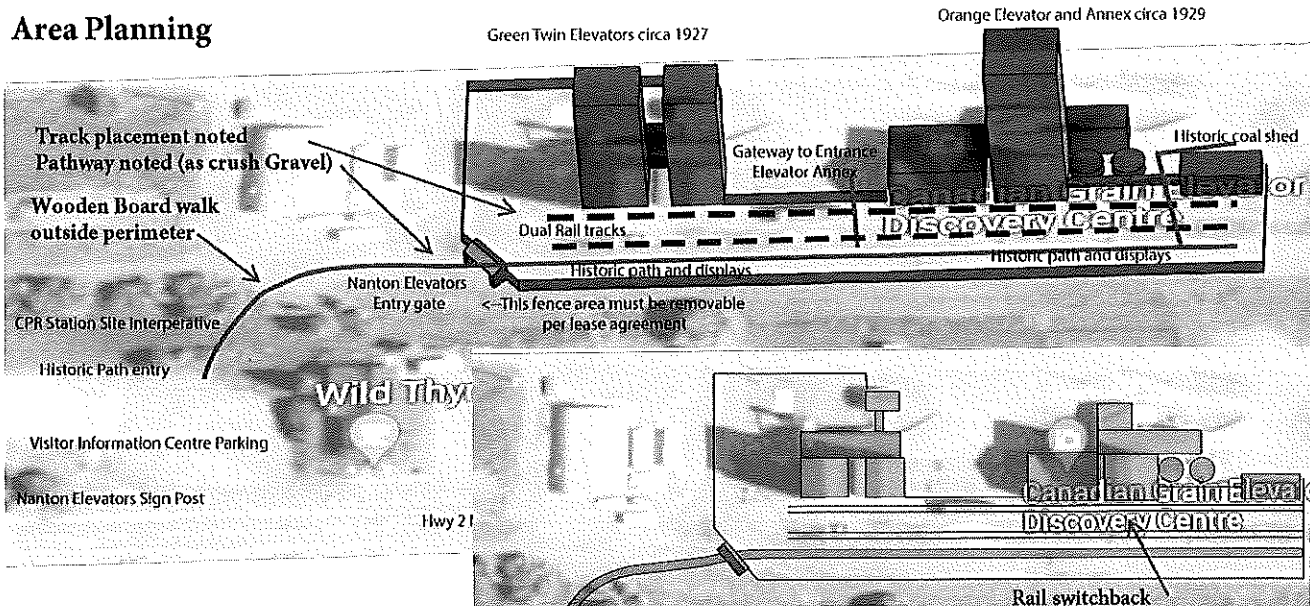
NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC
<input type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input checked="" type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION: <i>Not aligned with any strategic priorities or actions at this time.</i>			



Canadian Grain Elevator Discovery Centre development and master planning document

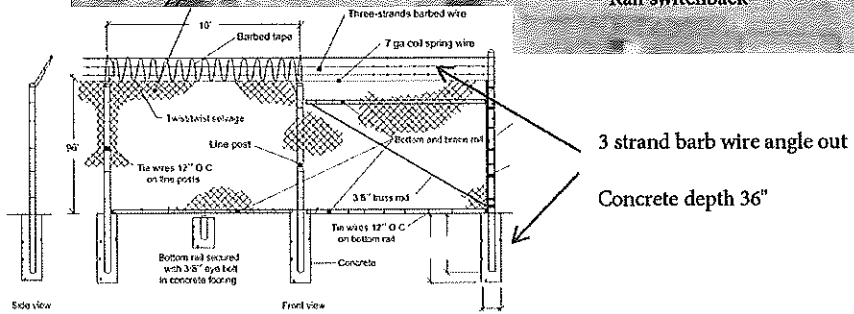
Nanton Grain Elevators: Railway Land Rehabilitation / Interpretive Path

Area Planning



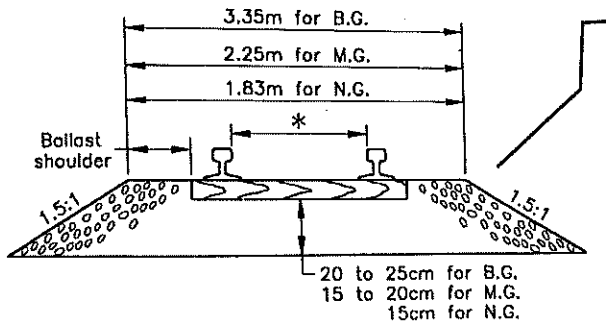
Fence perimeter details

- Fence Description Total height 9 ft.
- Fence pilings sunk 36" w/ concrete
- 3 strand barb wire top
- 3 x Swing gates
- 4 x Personnel gates



Rail Details: extend spur line, relay secondary.

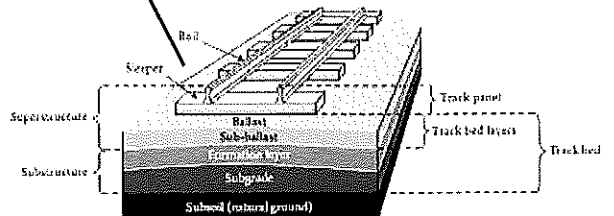
- Fixtures to include 12 concrete pads for machinery and signaling equipment.

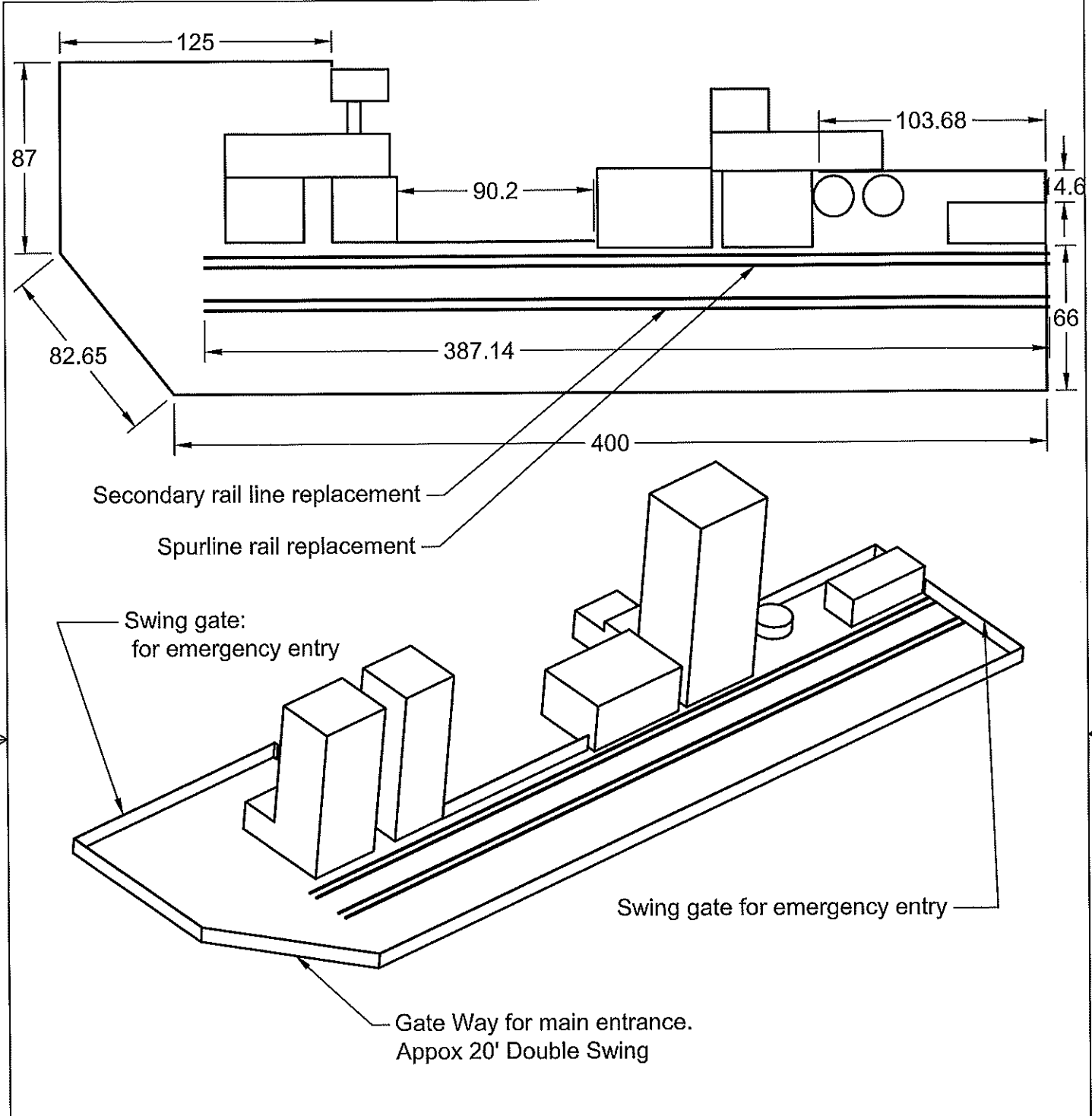


Ballast height for secondary line to be raised 4". Only additive work, no digging.

Wider Sleeper spacing

Note: substructure of rail bed is still intact and will not require replacing. As this is display track we will only be returning the ballast layer.





		PROJECT		
		CGEDC Rail Lands Rehabilitation		
		TITLE		
		Elevator Fence Detail		
		Dimensioning is in feet and inches.		
APPROVED	SIZE	CODE	DWG NO	REV
CHECKED	A			V6
DRAWN	L Wieser	2024-01-14	SCALE 1/64" = 1'-0"	WEIGHT
			SHEET 1/1	



MEMORANDUM OF UNDERSTANDING

Canadian Grain Elevator Discovery Centre - Fencing

This memorandum of Understanding (MOU) sets the terms for partnership funding of \$24,000 towards the Canadian Grain Elevator Discovery Centre (CGEDC) lease area perimeter fencing for mutual security.

Objectives:

- Support the CGEDC in securing the area around the Nanton Grain Elevators.
- Ensure right of way access is established for major utilities. CGEDC will let the Town of Nanton know when First Call has marked the area before final installation to ensure area is documented correctly for historical reference.
- The fence will be made of up chain link and will be a total of nine (9) feet. Eight feet (8) of fence and one (1) foot of barb wire around the top.
- Any future Direct Control Bylaw regulations for the site will supersede any land use guidance or agreements within this MOU.

Reporting:

- Copies of receipts of payment and invoices must be submitted to the Town of Nanton for reporting of the funds.

Timeline for Execution

January 22, 2024 to January 22, 2026

Funding

- Agreement provides the CGEDC with \$24,000 towards fencing the perimeter.
- This funding is to only be used for Fencing of the perimeter of the grain elevators.
- This funding is not to be passed on to other clubs or non-profit organizations for general operational purposes.
- CGEDC will return any unused funds if the final work is below \$34,000 (\$10,000 from the grant CGEDC received and the \$24,000 from the Town of Nanton).

Duration

This MOU shall become effective upon signature and will be reviewed annually by the Town of Nanton and the Canadian Grain Elevator Discovery Centre.





Contact Information

Chief Administrative Officer
Town of Nanton
Box 609, 1907-21 Avenue, Nanton, AB
T0L 1R0
Neil Smith - CAO@nanton.ca

Canadian Grain Elevator Discovery Centre
cgedcnanton@gmail.com

Date: _____
Signature of Town representative

Neil Smith, Chief Administrative Officer

Date: _____
Signature of CGEDC representative

President Leo Wieser

Attachments – 2 drawings of fence perimeter
Quote from Lynx Brand Fence Products Alta Ltd.

/s/





REQUEST FOR DECISION

Meeting: January 22, 2024

Agenda Item: 5.1

Library Board Bylaw Revision

PURPOSE:

To update the current Bylaw #1240/12 which established the Nanton Municipal Library Board.

BACKGROUND / IMPLICATIONS:

Recently, Council passed Resolution #4 – 24/01/08 to appoint a new member to the Nanton Municipal Library Board. In the request to appoint, the Library Chair, Amanda Bustard, also requested a meeting to clarify the process.

Sara-Lynn Lyons and I met with the Librarian, Gloria McGowan and Amanda on January 4, 2024. The Library Board wishes to update its own bylaw. Review of the Town's current Bylaw #1240/12 to establish the Board revealed that it was written with the sections of the Libraries Act unnecessarily repeated throughout. References to the Municipal Government Act were also incorrectly cited, as there is not paramouncy of the MGA over the Libraries Act.

Legislative Services provided templates from Alberta Municipal Affairs, Public Library Services Branch, for the Board to review and utilize for the management of the Nanton Thelma Fanning Library.

A draft of the proposed Bylaw to update #1240/14 was sent to Alberta Municipal Affairs, Public Library Services Branch. Although section 6 of this Bylaw was a reiteration of the Act, the Advisor advised that Council could choose to keep it within the bylaw to ensure clarity for both Council and the Nanton Library Board. The establishment of a municipal library boards creates a corporation which has the power to set its own budget, so the bylaw only refers to the reporting of the budget to the municipality for Council consideration in its budget process.

Further to this process, the Library Board will be forwarding recommendations for Council appointments in the near future to catch up the Members and their terms.

ADMINISTRATIVE RECOMMENDATION:

Proceed with proposed Town of Nanton Bylaw # 1381 /24 to update the Nanton Library Board bylaw. All three readings are presented for Council's consideration.

DECISION OPTIONS:

#1 – Moved to read Town of Nanton Bylaw # 1381/24, a bylaw to confirm the establishment of the Nanton Library Board, for a first time.

#2 – Moved to read Town of Nanton Bylaw # 1381/24 for a second time.

#3 – Unanimous consent to read Town of Nanton Bylaw # 1381/24 for a third time was granted by Council present.

#4 – Moved to read Town of Nanton Bylaw #1381/24 for a third and final time.

ALTERNATIVES:

REFER to (Administration or Committee) or DEFER the matter to the Council meeting of (date)

Financial (GL# / Amount) : N/A

Communications/PR: Legislative Services will forward the bylaw, once passed, to the Nanton Library Board and the Minister's office

Applicable Legislation: Alberta Libraries Act and Regulations

Attachments: Proposed Bylaw # 1381/24

Prepared By: Lisa Lockton, Legislative Services Manager

Date: January 15, 2024



APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC
<input checked="" type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION: Ensures alignment with Libraries Act			





Town of Nanton

BYLAW NO. 1381/24

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA TO ESTABLISH THE TOWN OF NANTON LIBRARY BOARD.

1. ENACTMENT

- 1.1 WHEREAS Section 3(1) of the Libraries Act, being Chapter L-11 of the Revised Statutes of Alberta, 2000, and amendments thereto, authorizes the council of a municipality to, by bylaw, establish a municipal library board; and
- 1.2 WHEREAS the public library supported in part by municipal taxation and managed, regulated and controlled by successive library boards with Members appointed by the Council of the Town of Nanton from time to time, as per the provisions of the Libraries Act and Town of Nanton Bylaw #1240/12, has been established;
- 1.3 NOW THEREFORE, the Council of the Municipality of the Town of Nanton in the Province of Alberta duly assembled enacts as follows:

2. TITLE:

- 2.1 This bylaw will be cited as the “Nanton Library Board Bylaw”.

3. PURPOSE:

- 3.1 The purpose of this Bylaw is to establish, and re-confirm the previous establishment of, the Nanton Library Board under the Libraries Act and only reiterate those Sections of the Act which clarify Member appointments and the Board’s financial responsibilities under the Act, its Regulations, or any amendments, rather than inserting reiterations of all Sections of the Act within the Bylaw.

4. INTERPRETATION:

- 4.1 “Act” shall refer to the Libraries Act, being Chapter L-11 of the Revised Statutes of Alberta, 2000, and shall include any Regulations respecting the Act, and any amendments to both thereto.
- 4.2 “Board” shall mean the Nanton Library Board.
- 4.3 “Council” is the Council of the Town of Nanton in the Province of Alberta.
- 4.4 “Library” shall mean the library service point, including the Nanton Thelma Fanning Library, that provides public library services under the control and management of the Nanton Library Board.

4.5 "Member" is person appointed to the Nanton Library Board by the Council of the Town of Nanton, in accordance with the provisions of the Act.

5. STATUS QUO:

5.1 The Nanton Library Board Members heretofore appointed by Councils of the Town of Nanton from time to time are hereby confirmed to be and to have been Members of the Board and shall continue as the Nanton Library Board as per the provisions of the Libraries Act as of the final date of the passing of this Bylaw.

6. PROVISIONS:

In accordance with the provisions of the Libraries Act and any amendments hereafter:

- 6.1. The Nanton Library Board shall consist of not fewer than 5 and not more than 10 Members appointed by Council;
- 6.2 Not more than 2 members of Council may be Members of the Board;
- 6.3 A Member of the Nanton Library Board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole Council passes a resolution stating that the Member may be reappointed as a Member for more than 3 consecutive terms;
- 6.4 The appointments of the Members of the Board shall be made on the date fixed by Council;
- 6.5 The Board shall before December 1 in each year prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the Library;
- 6.6 The budget and the estimate of money shall be forthwith submitted to Council.

7. EFFECTIVE DATE AND READINGS

- 7.1 Bylaw #1240/12 is hereby repealed.
- 7.2 This bylaw comes into effect upon the date of final reading and signing thereof.
- 7.3 Read a first time this 22nd day of January 2024.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



7.4 Read a second time this ____ day of _____, 2024.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

7.5 Read a third time this ____ day of _____, 2024.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

DRAFT





REQUEST FOR DECISION

Meeting: January 22, 2024

Agenda Item: 5.2

BYLAW 1380/23 TO AMEND THE MUNICIPAL DEVELOPMENT PLAN

PURPOSE:

To update the Municipal Development Plan with respect to the Westview Area Structure Plan and repealed Lancaster Landing Area Structure Plan bylaws.

BACKGROUND / IMPLICATIONS:

RESOLUTION #339 - 23/12/11 - Mitchell

Moved to read the Town of Nanton Bylaw #1380/23, a bylaw to amend the Municipal Development Plan Bylaw 1306/18, to reference the Westview Area Structure Plan, as adopted by Bylaw 1362/22, and to remove reference to the Lancaster Landing Area Structure Plan, as repealed by Bylaw 1376/23, for the first time. CARRIED

RESOLUTION #340 - 23/12/11 - Sorenson

Moved to hold a Public Hearing in regard to Town of Nanton Municipal Development Plan Bylaw #1380/23, on Monday January 22, 2024. CARRIED

Council, having considered any representations made to it in respect of the Public Hearing, may:

DECISION OPTIONS:

#1 – Pass the Bylaw.

Move to read Town of Nanton Bylaw 1380/23, a bylaw to amend the Municipal Development Plan Bylaw 1306/18, to reference the Westview Area Structure Plan, as adopted by Bylaw 1362/22, and to remove reference to the Lancaster Landing Area Structure Plan, as repealed by Bylaw 1376/23, for the second time.

If Council wishes to, third and final reading may follow if no amendments to the Bylaw are required.

#2 – Amend the Bylaw. Resolution(s) required. Council may then pass the bylaw, as amended, or delay further readings to a subsequent meeting.

Moved to read Town of Nanton Bylaw #1380/23 (as amended by Resolution #_____) for the _____ time.

#3 – Defeat the Bylaw (on second or third reading). Not recommended as this defeats the bylaw and ceases the amendment process.

As per Section 216.4 of the Municipal Government Act.

CAO COMMENTS:

ALTERNATIVES:

REFER the matter to (Administration or Committee) _____

DEFER the matter to the council meeting of (date) _____

Financial: n/a

Communications/PR: [Public Notices | Nanton, AB - Official Website](#)

Attachments: Municipal Development Plan Bylaw #1380/23

Applicable Legislation: Municipal Government Act s.632

Prepared By: Georgina Sharpe, Planning & Development Officer

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input checked="" type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC
<input type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION: Linked to Westview ASP and new LUB processes.			

APPROVED BY:



DATE: *January 18th 2024*





REQUEST FOR DECISION

Meeting: January 22, 2024

Agenda Item: 5.3

Street Sweeping

PURPOSE:

For council to consider an alternative approach to street sweeping.

BACKGROUND / IMPLICATIONS:

At the finance committee meeting of September 21, 2023 the finance committee discussed contracting out street sweeping services with the idea that there may be cost savings. After discussion, the committee made recommendation to council that the CAO explore this possibility for the 2024 operating budget. Administration has since done research and is bringing forward what this may look like for council consideration.

The current street sweeper the Town owns is a 2007 model (insured value of \$159,000) with kms on it. Based on a typical 15-year useful life we are now at the end of the unit's useful life. Since 2019 maintenance and repair to the street sweeper have added up to \$33,580 which is quite high. The annual repair and maintenance of the unit will only continue to go up as the unit ages. In terms of annual costs (approximate) to own and operate the street sweeper the breakdown is as follows:

Fuel = \$1,500
Insurance = \$275
Maintenance = \$5,000
Depreciation/Amortization = \$7,950
Total = \$14,275

If you add in wages that are required to operate the machine the annual costs increase. We do not budget for amortization, but it is outlined to show the true cost.

At present, street sweeping takes place in the spring and on average takes 10 to 15 days and can take longer as staff have a lot of other commitments too. It is also a little inconsistent because of the age of the machine – maintenance needs can stall getting the entire Town done in a quicker time frame.

Contracting out:

The option of contracting out the service is available and the one quote the Town looked in to and received came in at \$18,640. The contractor estimated that it would take 5 days to sweep all the streets in Town and within the quote it is noted the Town would need to provide a dump site for gravel and supply the water for the sweepers – these would be fairly minimal costs.

So, when you compare our annual costs (not including wages) to the quoted price it is a little bit cheaper at present. As noted, though the current unit is either at the end or nearing the end of its useful life so the annual costs shown may not stay at this level for very long and over time it will not be cheaper than contracting out.

So, if we compare the scenario where we were to get a newer machine (which would be more probable) the costs would look as follows. The current machine could be sold, and we might be able to get a newer machine for \$150k - \$175K (could easily be higher). If you then spread the costs out over 10 years, the picture is as follows:

Annual machine costs = \$16,500
Annual repair, fuel, other = \$10,000 (lower than the present scenario as repairs should be lower)
No wage costs included as we are paying for an employee regardless.
Total cost over 10 years = \$265,000

The contracting out costs are:

Annual contractor costs = \$19,000
Total cost over 10 years = \$210,000 (approx. due to inflation)

As one can see the total cost over 10 years is less if we were to contract out services. These costs are all somewhat approximate but contracting out street sweeping does appear to be a viable and more cost-effective solution than continuing to keep our own machine and pay all the associated annual costs. It is yet to be seen if it would take only 5 days to sweep the Town, but this alone is quite attractive as the job gets done quickly and frees up our staff to work on other projects. It would be a little bit of an increase in the operating budget in the short term but over the long term it works in our favor.

If council were to approve contracting out the street sweeping service, there would be no loss of an employee position and the current unit could be sold with proceeds going into the machinery and equipment reserve.

ADMINISTRATIVE RECOMMENDATION:

Based on the long-term savings, the ability to improve the street sweeping service by having it done quicker, administration recommends that the current street sweeper be sold and that the service be contracted out starting in 2024.

DECISION OPTIONS:

- #1 – Approve recommendation as presented.
- #2 – Approve with amendments.
- #3 – Refer to the finance committee for further review.

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount) : _____

Communications/PR:

Attachments:

Applicable Legislation:

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: January 16, 2024

APPROVED BY: Neil Smith, Chief Administrative Officer:



NANTON STRATEGIC PLAN ALIGNMENT			
<input checked="" type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING AND DEVELOPMENT	<input type="checkbox"/>	COMMUNITY AND ECONOMIC DEVELOPMENT
<input type="checkbox"/>	GOVERNANCE AND CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION: CAPITAL PRIORITIES -			





REQUEST FOR DECISION

Meeting: January 29, 2024
5.4

Level 3 (Critical Restrictions) Water Consumption Rate

PURPOSE:

Given the likelihood of serious drought during 2024, Administration is recommending that Council set a deterrent Level 3 (Critical) water consumption rate pursuant to the Utilities Bylaw.

BACKGROUND / IMPLICATIONS:

From the Bylaw (1283 consolidated):

- 8.3 When the Chief Administrative Officer or designate has imposed Level 3 Critical Restrictions, as set out in Schedule 'B', no person shall use Town-supplied water to the contrary.

LEVEL 3 – CRITICAL RESTRICTIONS

All outdoor water use is strictly prohibited.

Household and non-residential use may be controlled through district flow restrictions.

The Chief Administrative Officer or designate may require reduction of water consumption by major non-residential water consumers.

Bulk water sales, if operating, are suspended.

A special metered rate to discourage wasteful water consumption by residential and non-residential consumers, **as set by Council in the Town of Nanton Fees and Rates bylaw**, may come into effect after two weeks (fourteen days) following the commencement of Level 3 Critical Restrictions*.

**If such a rate is specified in the current Town of Nanton Fees and Rates Bylaw, as amended.*

This rate should be as fair as possible. Its principal value is as a deterrent that is easily communicated to the community at large **without a great deal of complexity or nuance.**

The action that is suggested is therefore as follows:

- The water consumption 'flat rate' will be increased by \$60 for any billing period where Level 3 Critical Restrictions have been declared by the Chief Administrative Officer for fourteen days (2 weeks) or more under the following circumstances:
 - A residential user exceeds 24m3 in any impacted bi-monthly billing period (s).

For residential users, it can easily be communicated that excessive water consumption during Level 3 restrictions will result in a \$60 surcharge on a customer's water bill if they go above average household consumption during a Level 3 situation. It also places less pressure on complaint reactive or compliance driven bylaw enforcement to generate a strong deterrent effect upon households alone.

In administration's view, it would be challenging to implement this kind of measure for commercial/ industrial users:

- Median consumption bimonthly is 18m3;
- Average consumption is 78m3, distorted by ten customers who use over 200m3 regularly.
- An adjusted 'fairer' average figure would be 34m3 bimonthly.

Administration proposes to leave commercial and industrial rates unchanged and rely upon the powers of ordered consumption reduction by non-residential users during a Level 3 event.

The proposed measure would be in addition to the following activities if Level 3 were declared:

- District flow restrictions
- Ordered consumption reduction by non-residential users
- Bylaw violations (outdoor water use) of \$250-\$1,000

If the Town has to declare Level 3 Restrictions, municipal compliance and enforcement will be required around outdoor water use, which largely targets residential users. This would be the first known time that such enforcement will occur in Nanton and the \$60 deterrent would be a good way of getting the message out without making an example of users.

To emphasize, a deterrent rate or charge will only be successful **if it is widely promoted ahead** of a Level 3 declaration and the first couple of weeks of such a situation. It should not be something put in place only when Level 3 is upon the community.

In relation to this, with the possibility of drought and water shortages looming, Administration will be prioritizing the installation of water meters at the Nanton Agricultural Society grounds. There is presently no way to gauge water consumption at that location and the Operations department need to be able to eliminate that figure (which could be large depending on the number of cattle present) from leak detection calculations. Metering use would not be a prelude to billing the society – we simply need to know the volumes of municipal water being used at the site(s) and develop some longitudinal data.

ADMINISTRATIVE RECOMMENDATION:

That the water consumption 'flat rate' will be increased by \$60 for any billing period where Level 3 Critical Restrictions have been declared by the Chief Administrative Officer for fourteen days (2 weeks) or more under the following circumstances:

- A residential user exceeds 24m3 in the impacted bi-monthly billing period (s).

DECISION OPTIONS:

- #1 – That a different flat rate increase be selected.
- #2 – That the recommendation be adopted as presented and a bylaw schedule developed.
- #3 – No action to be taken at this time.

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____



Financial (GL# / Amount) : n/a

Communications/PR: Website, alerts, newsletter, other media

Applicable Legislation: Utilities Bylaw

Attachments:

Prepared By: Neil Smith

Date: January 17th 2024



APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC
<input type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input checked="" type="checkbox"/>	NOT APPLICABLE



A scenic landscape at sunset or sunrise. The sky is a warm, golden-orange color. In the background, there are dark, silhouetted mountains. Several power lines run across the scene from the top left towards the right. In the foreground, there are dark silhouettes of trees and foliage, with the sun partially obscured by a tree branch on the right side, creating a lens flare effect.

Town of Nanton 2022 Franchise Presentation

**Cody Webster
Stakeholder Relations Manager**

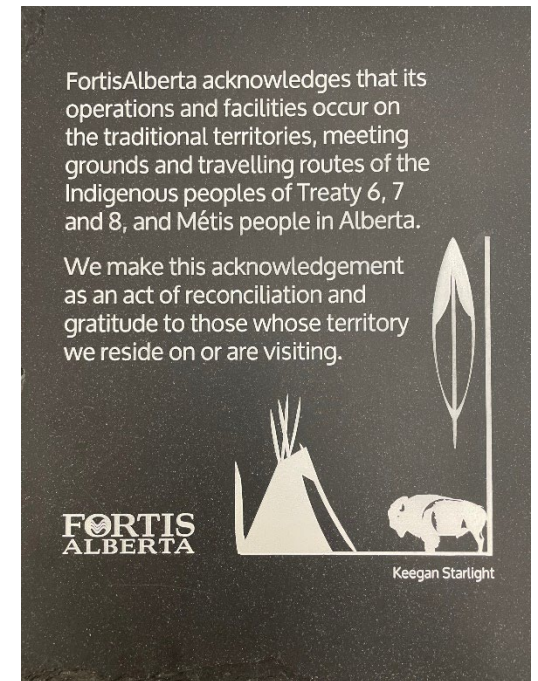
**FORTIS
ALBERTA**

Acknowledgement of Traditional Land

FortisAlberta acknowledges that its operations and facilities occur on the traditional territories, meeting grounds and travelling routes of the Indigenous Peoples of Treaty 6, 7 and 8, and Métis people in Alberta.

We make this acknowledgement as an act of reconciliation and gratitude to those whose territory we reside on or are visiting.

[FortisAlberta's Indigenous Commitment Statement](#)





FortisAlberta at a Glance

583,500+

customers (residential, farm and industrial sites)

128,000 km+

of power lines

 **1 million+**
power poles

60% of Alberta's electric
distribution network

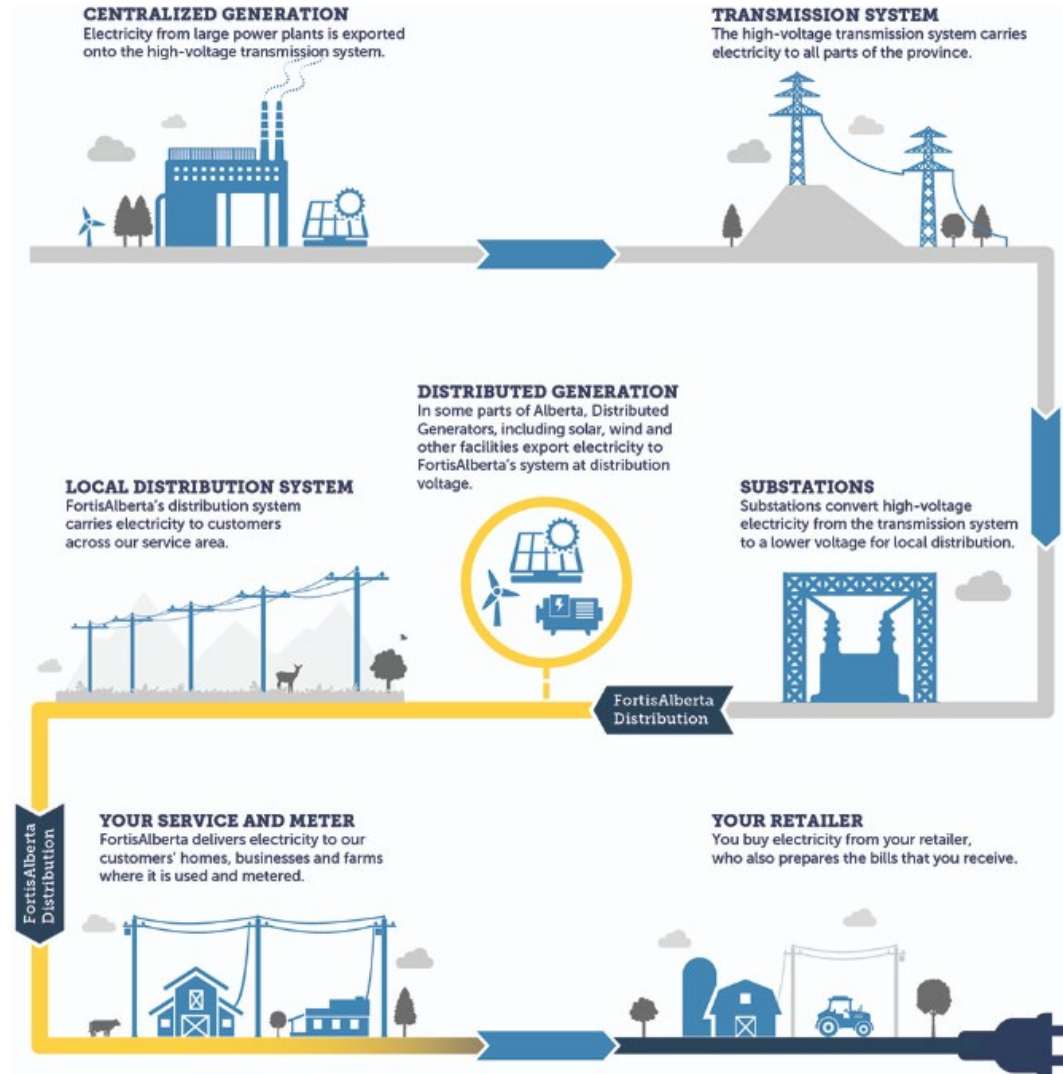
 **17,000 GWh**
of electricity delivered per year

15% of electricity delivered each year is generated
by renewable sources connected to our system

240 number of communities
we operate in

 **1200+**
Albertans employed

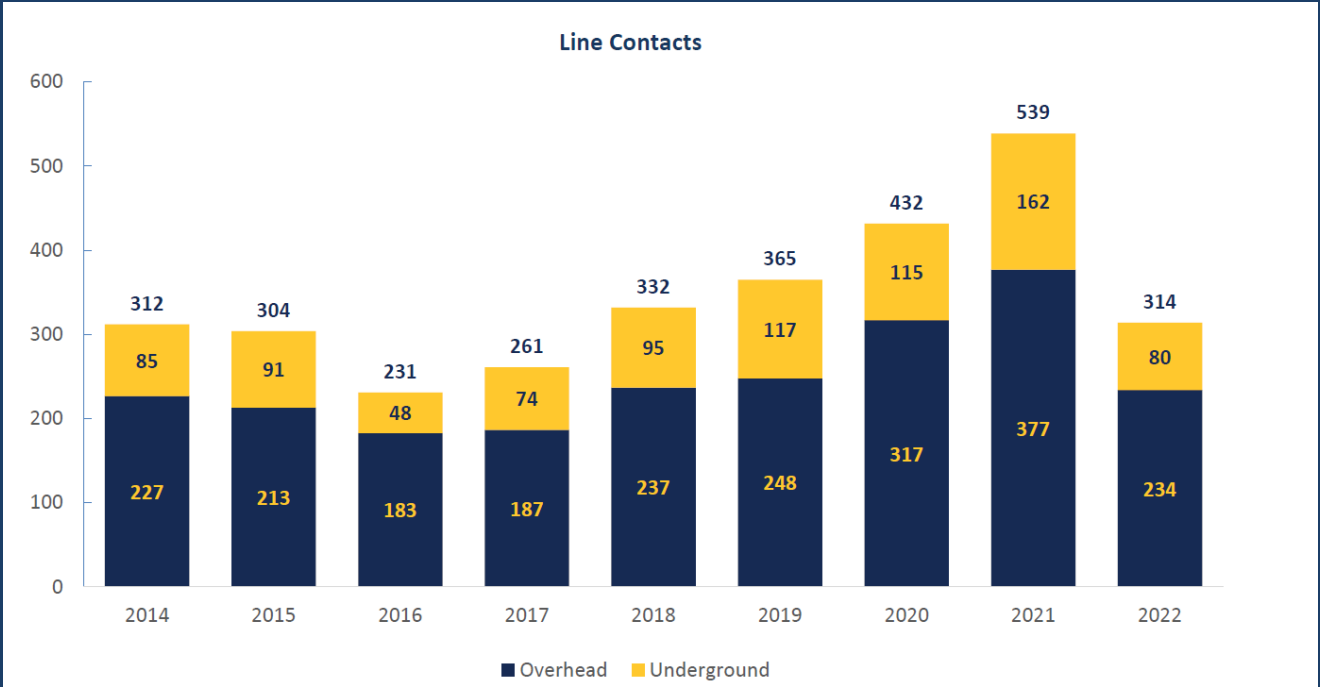
Alberta's Electricity System



Electrical Safety



#clickbeforeyoudig



Reliability Results

YEAR	SAIDI	SAIFI
2022	2.24	2.18
2021	0.17	0.09
2020	1.61	1.16

These major event outages have occurred within your Municipality over the last 3 years.

$$\text{SAIDI (System Average Interruption Duration Index)} = \frac{\text{Total Customer-Hours of Interruption}}{\text{Total Customers Served}}$$

$$\text{SAIFI (System Average Interruption Frequency Index)} = \frac{\text{Total Customer Interruptions}}{\text{Total Customers Served}}$$

	2020		2021		2022	
	SAIDI	SAIFI	SAIDI	SAIFI	SAIDI	SAIFI
FortisAlberta Average	1.82	1.20	2.42	1.42	1.70	1.08
Canadian Average	5.49	2.44	4.50	2.28	8.33	2.63

The Canadian and FortisAlberta Inc. Averages exclude significant events (i.e., hurricanes, floods, ice storms etc.)



Outage Detail

Cause	Outage Date ▲	Customer Hours	Customer Interruptions
Adverse Weather	4/27/2019	247	18
	4/28/2019	53	20
	12/24/2022	2438	1221
Equipment Failure	3/16/2020	1834	1211
	3/16/2020	79	188
	5/9/2022	65	1220
Foreign Interference	8/4/2019	28	23
	6/5/2020	39	14
	11/24/2021	80	16
	10/25/2022	67	30
Scheduled Outage	8/21/2019	62	23
	9/23/2021	51	17
	7/18/2022	44	12
Tree Contacts	10/22/2022	136	185
Unknown	8/26/2020	27	5
	7/15/2021	25	23
	9/8/2022	28	15



We're available 24/7 during power outages and emergencies.



CALL NOW

- OUTAGE MAP

>

View and report power outages within the FortisAlberta service territory.
- STREETLIGHT MAP

>

Locate streetlights, request repairs, and check the repair status.
- MY ACCOUNT

>

View site and project status information and review your electricity consumption.
- CHECK PROJECT STATUS

>

Check the status of your new or upgraded service.
- ABOUT US

>

Connect with us online and learn more about the company.

Streetlights

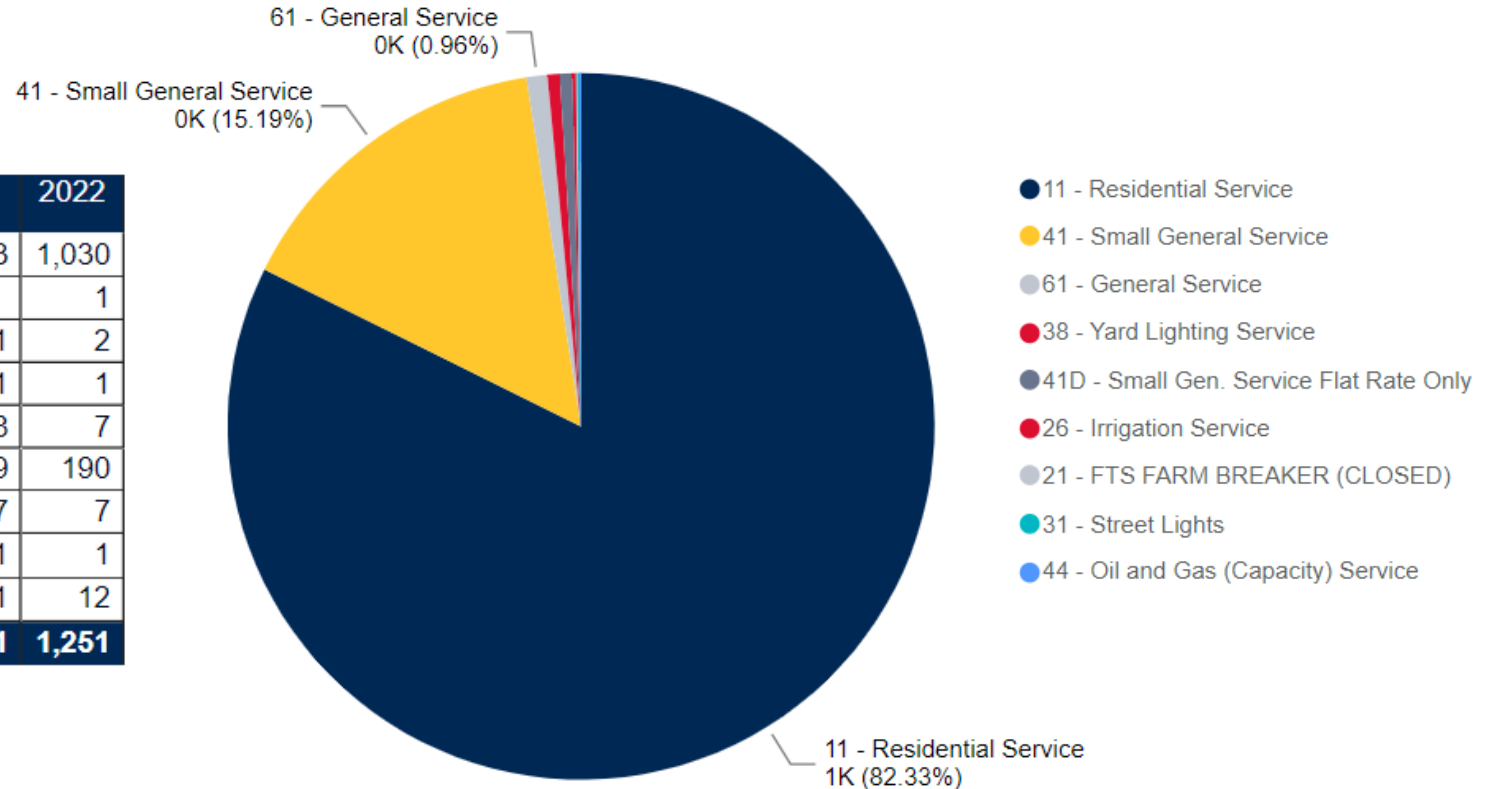
Rate Code	Description	Site ID	Quantity
3180	100 LED EQ CONNECT/UNMTRD INVE	0040249068115	11
3876	100 LED EQ CONNECT/UNMTRD YARD	0040001224610	1
3182	150 LED EQ CONNECT/UNMTRD INVE	0040249068115	79
3874	250 HPS CONNECT/UNMTRD YARDLIT	0040260740112	2
3186	250 LED EQ CONNECT/UNMTRD INVE	0040249068115	86
3188	400 LED EQ CONNECT/UNMTRD INVE	0040249068115	2
3174	70 LED EQ CONNECT/UNMTRD YARDL	0040249068115	176
Total			357

This inventory is as of December 31, 2022

Total Number of Reported Streetlight Outages from January 1 – December 31, 2022		
Total # of Streetlight Repairs Reported	Total # of Streetlight Repairs Met SLA	Total # of Streetlight Repairs Missed SLA
1	1	0

Site Count with Consumption

Site Count	2020	2021	2022
11 - Residential Service	1,020	1,023	1,030
21 - FTS FARM BREAKER (CLOSED)			1
26 - Irrigation Service	1	1	2
31 - Street Lights	1	1	1
38 - Yard Lighting Service	9	8	7
41 - Small General Service	187	189	190
41D - Small Gen. Service Flat Rate Only	9	7	7
44 - Oil and Gas (Capacity) Service	1	1	1
61 - General Service	12	11	12
Total	1,240	1,241	1,251



Municipal Sites with Consumption

Rate Category	2022 Site Count	2022 Consumption
31 – Streetlights	1	96,488
38 – Yard Lighting Service	2	2,556
41 – Small General Service	17	652,352
41D – Small Gen. Service Flat Rate Only	2	1,184
61 – General Service	2	1,710,586
Total	24	2,463,166

Franchise Fee & Linear Tax

Franchise Fee ▲	2020	2021	2022
11 - Residential Service	\$63,333	\$66,303	\$69,975
26 - Irrigation Service	\$714	\$978	\$958
31 - Street Lights	\$9,655	\$9,912	\$10,385
38 - Yard Lighting Service	\$237	\$200	\$174
41 - Small General Service	\$35,332	\$37,979	\$44,491
41D - Small Gen. Service Flat Rate Only	\$660	\$547	\$532
44 - Oil and Gas (Capacity) Service	\$128	\$133	\$137
61 - General Service	\$43,133	\$46,370	\$52,726
Total	\$153,191	\$162,422	\$179,379

Linear Tax ▲	2020	2021	2022
11 - Residential Service	\$9,114	\$10,203	\$9,138
31 - Street Lights	\$1,402	\$1,512	\$1,348
41 - Small General Service	\$5,117	\$5,809	\$5,824
41D - Small Gen. Service Flat Rate Only	\$96	\$84	\$69
44 - Oil and Gas (Capacity) Service	\$18	\$20	\$18
61 - General Service	\$6,212	\$7,134	\$6,912
Total	\$21,960	\$24,763	\$23,309

Maintenance Activities

FortisAlberta spent over \$115M in capital maintenance activities in 2022 and has forecasted to spend over \$115M* again for 2023. * this does not include line moves or urgent repairs.

Municipality	Feeder	Detailed Line Patrol	Pole & Ground Replacement	Vegetation Management
Town of Nanton	349S-14LN	2029	2030	2024
	65S-14LS	2024	2025	2024





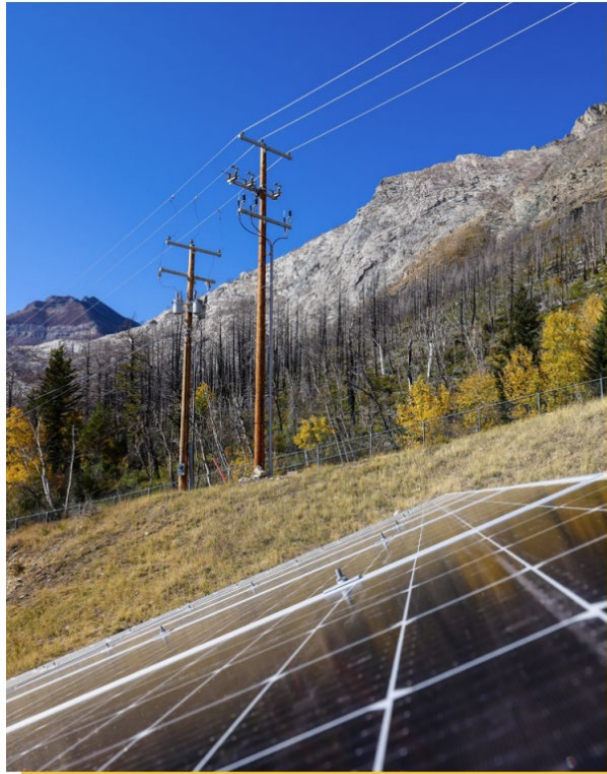
System Planning

Distribution Feeder	349S-14LN
Substation Transformer	25.0 MVA
2032 Estimated Substation Transformer Capacity	2.1 MVA
2032 Estimated Distribution Feeder Capacity	4.7 MVA

Distribution Feeder	65S-14LS
Substation Transformer	42.0 MVA
2032 Estimated Substation Transformer Capacity	11.2 MVA
2032 Estimated Distribution Feeder Capacity	1.2 MVA

For detailed planning capacity information please contact your Stakeholder Relations Manager.

2022 YEAR IN REVIEW



Battery Energy Storage System

The battery energy storage system is a unique reliability solution to meet the needs of the Townsite of Waterton. The battery has a capacity of 5.2 MWh and can supply backup power to customers for up to four hours during peak periods.



Coaldale Operations Centre

FortisAlberta completed construction of our first zero carbon building, as outlined by the Canada Green Building Council. The design of the building reduces energy consumption and utilizes onsite solar generation.



Electric Vehicles

Rate 62, the Electric Vehicle Fast Charging Service rate was approved by the Alberta Utilities Commission. For more details, please contact your Stakeholder Relations Manager.

THANK YOU



ALBERTA

TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

January 10, 2024

AR 95572

Her Worship Jennifer Handley
Mayor
Town of Nanton
PO Box 609
Nanton, AB T0L 1R0
jhandley@nanton.ca

Dear Mayor Handley:

Thank you for your letter regarding your request for an increase in funding for the previously approved grant for the Town of Nanton's water treatment plant aeration and powder activated carbon feed system project.

The Government of Alberta is committed to providing financial support for municipal infrastructure through provincial grant funding programs, such as the Alberta Municipal Water/Wastewater Partnership. I acknowledge the challenges you are facing within the current economic climate and your ability to continue this project within the approved budget.

I have considered your request and am pleased to inform you of my decision to approve the additional \$184,620 requested to complete the project as a one-time increase due to exceptional circumstances.

If you have further questions, please contact Mr. Darren Davison, Regional Director, Southern Region. Mr. Davison can be reached toll-free at 310-0000, then 403-340-4325, or by email at Darren.davison@gov.ab.ca.

Thank you for your commitment to your local infrastructure.

Sincerely,

Honourable Devin Dreeshen, ECA
Minister of Transportation and Economic Corridors

cc: Chelsae Petrovic, MLA for Livingstone-Macleod
Darren Davison, Regional Director, Southern Region, Transportation and Economic Corridors.



Livingstone Range
SCHOOL DIVISION

January 16, 2024

Nanton Schools Update

The next Nanton Schools Advisory Committee meeting will be held on Monday, January 22, 2024. The agenda for this meeting will include decanting (temporary relocation during construction) and project updates.

We are currently in the Predesign / Schematic Design stage of the project and anticipate that the construction design documents will be completed in November or December of 2024 (see the Project Timeline [here](#)). If the projects are approved for construction funding by the Alberta government in 2024, the earliest the building stage could begin would be the spring of 2025, which means that decanting will not occur until September 2025.

We will host a **public engagement and feedback session on Thursday, February 8, 2024 from 6 to 8 pm at A.B. Daley Community School**. Stakeholders will be able to view designs for the new elementary school and modernized high school. It is anticipated that schematics for both projects will be completed by the end of February 2024.

Every student, every day.

W: www.lrsd.ca P: 403-625-3356 F: 403-553-0370 T: 800-310-6579
PO Box 1810, 410 20 Street, Fort Macleod, AB T0L 0Z0